

**ORIENTATION PROGRAMME
ON
E-COLLEGE CUM E-OFFICE**

Venue: Auditorium Hall

Date: 5th April. 2022

Time: at 12:00 PM

Organised by: IQAC, HAAC in collaboration with S.S.Technologies, Gauhati (Assam)

One day orientation programme was organised by the IQAC, HAAC in collaboration with S. S.Technologies, Gauhati, in the Auditorium Hall of the college on 5th April. 2022, at 12:00 PM. The programme was presided over by Dr. Mamun Azam Barbhuyan, Principal of the college. The invited resource person Mr. Nabarun Misra and his associates of the S.S.Technologies, Gauhati were felicitated with fulam gamucha. The Principal of the college Dr. Mamun Azam Barbhuyan revealed the objectives of one day orientation programme. The programme was mainly organised to acquaint the teaching and non-teaching staff of the college with new areas of technologies to be applicable in teaching-learning process. About 19 members of the teaching and non-teaching staff of the college were participants.

The S.S.Technology team awarded certificate of appreciation to the best user of the college web portal in the teaching-learning process to Mr. A.H. Talukdar of the Deptt. of History, Mrs. T. Goswamy of the Deptt. of Assamese and Mr. N.H. Barbhuyan of the Deptt. of English.

As resource person Mr. Nabarun Misra, elaborated his presentation by sharing different slides through projector regarding e-accounts, e-file maintenance in the office, e-library, and process of online attendance of the students. Both teaching and non-teaching staff of the college interacted on varied aspects including e-governances.

The programme winded up with vote of thanks.

MAJOR OUTCOMES OF THE ORIENTATION PROG:

- (1) Proved helpful in drawing the interest of the teaching and non-teaching staff of the college towards e-file keeping process.
- (2) Process of accounts maintenance by the office staff.
- (3) Helpful in the process and keeping departmental records
- (4) Extensive uses of information and electronic technologies in the college for saving time and money.

Sd/-
Coordinator, IQAC
HAAC, Doboka

IMAGES:



