



SAMARTH EDUCATIONAL TRUST

ARVIND GAVALI COLLEGE OF ENGINEERING

Approved by AICTE, New Delhi, Recognized by Govt. of Maha. DTE Mumbai & Affiliated to MSBTE Mumbai, Dr. Babasaheb Ambedkar Technological, University Lonere

■ AICTE ID: 1-4210711 ■ AISHE Code: C-11245 ■ DTE Code: EN-6545 ■ DBATU Code: 6545 ■ MSBTE Code: 1617

■ NBA Accredited


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■ Address : Gat No.247, At.Panmalewadi,
Post.-Varye.Tal.& Dist.-Satara, Pin.- 415 015
■ Mob.: 9957100100, 9069700100
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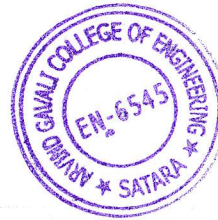
6.3.3 Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year


Dates (from-to) (DD-MM-YYYY)	Title of the professional development program organised for teaching staff	Title of the administrative training program organised for non-teaching staff	No. of participants
25/01/2024 to 25/01/2024		Guest Lecture on "Word, Excel and Powerpoint for Non-Teaching Staff"	25
06/01/2024 to 06/01/2024	Administration Through Enterprise Resource Planning (ERP)		65

Note: Classify the data and provide during the year


Dean (R&D)

(Dr.Mirajkar GT)




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Website - www.agca.ac.in

- Address: At. Parnalewadi, Post - Ahera,
Tal & Dist. - Solapur - 415 015 (Maharashtra)
- Phone: 02162-200100
- Toll Free: 02162 - 261122
- e-mail: arvindgavali@gmail.com
- Institute Code: Engg. DTE EN-6045
- Poly Code: DTE ON-6042
- Poly MSBTE: 1617 (2nd Shift)

Guest lecture on "Word, excel and power point" for non teaching staff

Date : 25 January 2024

Name of Person : Mr. Sapkal R.N. & Mrs. Hake Shubhangi

Designation: Asst. Professor and Lab Assistant

Objective :

1. Create, Open, Save and perform other simple operations on documents.
2. Create documents that include text, graphics, tables, clip art, etc.
3. Mail-merge documents and labels..

Introduction :

Microsoft Word is an essential tool for the creation of documents. Currently, it is one of the most widely used word processing applications. Microsoft Word is fairly simple software to use for performing simple tasks. There were "advanced features of Microsoft Word which can be used for accomplishing complicated tasks.

Microsoft Excel enables users to format, organize and calculate data in a spreadsheet.

PowerPoint is a software that is designed to make graphical presentations in the form of individual pages also known as slides.

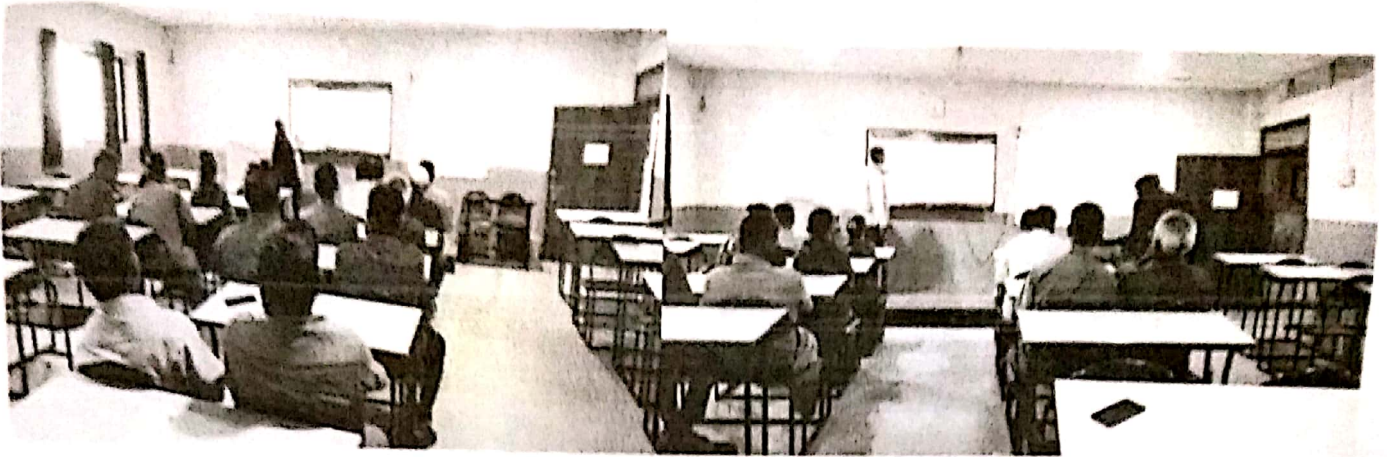
No.of Participant : 17

Outcome :

Understand the following points,

1. Microsoft Word: Used to create, edit, and print documents
2. Microsoft Excel: Used to create spreadsheets, perform calculations, and create charts
3. Microsoft PowerPoint: Used to create presentations with animations, transitions, and narrations

apshots -




TPO

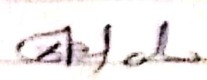







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Training and Placement Officer
Arvind Gavali College of Engineering
Panmalewadi, SATARA.


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Attendance Report -

Guest lecture on "Word, excel and powerpoint"

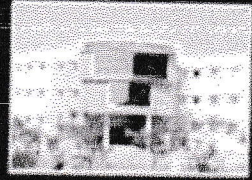
Sr.No.	Name of faculty/staff/Peon	Sign
1)	जतिश वामनाथ कुलोस्कर	
2)	केमल आशिषीन वेर	<u>K.A. Bhat</u>
3)	विलस विकास चव्हाण	N. V. Chavhan
4)	दिपाली बालाजी जंगनाथ	
5)	साधना तानाजी देशमुख	सा. ता. देशमुख
6)	धरमर आनंदराव शिंदे	S. A. Shinde
7)	जांभळे विद्या बाबुनाथ	<u>V. Jambhale</u>
8)	नामदेव विराज चिन्हे	
9)	धनमंत सुभाष छिर्दान	<u>D. Dhant</u>
10)	अंकुश रामराव वृजकर	अंकुश वजकर
11)	प्रसाध भुगिकाण रामाय	
12)	केशव रंकर माने	
13)	किरण शिवजी सावंत	<u>K. Sawant</u>
14)	सिफ्रम हनुमंत जाधव	<u>S. Jadhav</u>
15)	धनंजी घालिदार सैकुंडे	धनंजी
16)	अजय नामदेव चव्हाण (पाटिल)	
17)	दिपक जानदेव चव्हाण	



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Date: 04/01/2024

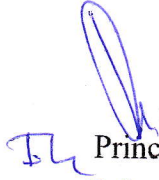
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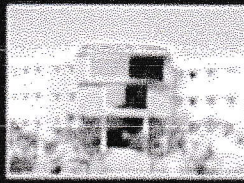
All faculty members are hereby informed to attend the “**Administration through Enterprise Resource Planning (ERP)**” session on Saturday, 6th January, 2024 in classroom no. 101 at 10.00 am.

The detailed schedule is as follows:

Time	Guest Speaker	Module/Subject
10:00 AM - 12:00 PM	Mr. Dipak Pawar	Faculty and Student Mobile Apps
1:00 PM - 3:00 PM	Mr. Nilesh Patel	HR and Admission Management
3:00 PM - 5:00 PM	Mr. Suresh Nagargoje	Learning Management System and Pro Modules (Hostel, Inventory)




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Report on Administration through Enterprise Resource Planning (ERP)

- Guest Speakers:**
1. **Dipak Pawar**, Senior Consultant, Vishwakarma Global Education Services Pvt. Ltd.
 2. **Nilesh Patel**, Technical Head, Vishwakarma Global Education Services Pvt. Ltd.
 3. **Suresh Nagargoje**, Product Specialist, Vishwakarma Global Education Services Pvt. Ltd.

Date: 6th January, 2024

Time	Guest Speaker	Module/Subject
10:00 AM - 12:00 PM	Mr. Dipak Pawar	Faculty and Student Mobile Apps
1:00 PM - 3:00 PM	Mr. Nilesh Patel	HR and Admission Management
3:00 PM - 5:00 PM	Mr. Suresh Nagargoje	Learning Management System and Pro Modules (Hostel, Inventory)

Objective: To introduce an integrated ERP system for streamlining academic, administrative, and operational workflows.

- Key Features:**
1. Faculty and Student Mobile Apps.
 2. HR and Admission Management.
 3. Learning Management System.
 4. Examination and Pro Modules (Hostel, Inventory).

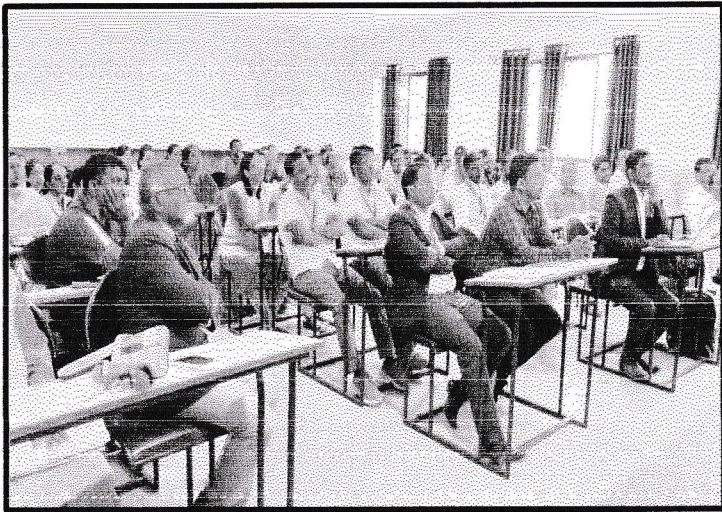
Outcome: The demonstration highlighted the system's potential to:

1. Improve operational efficiency.
2. Facilitate digital adoption among staff and faculty.
3. Support phased implementation and training programs.

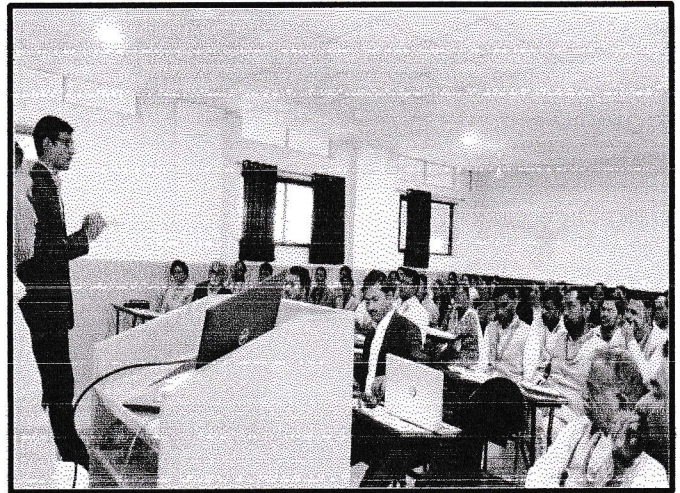


Conclusion:

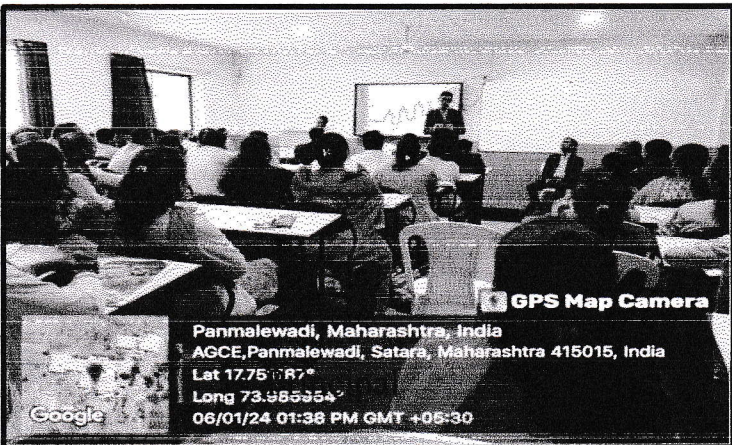
The ERP demonstration provided insights into enhancing institutional processes with digital tools. A pilot project and staff training are recommended for successful implementation.



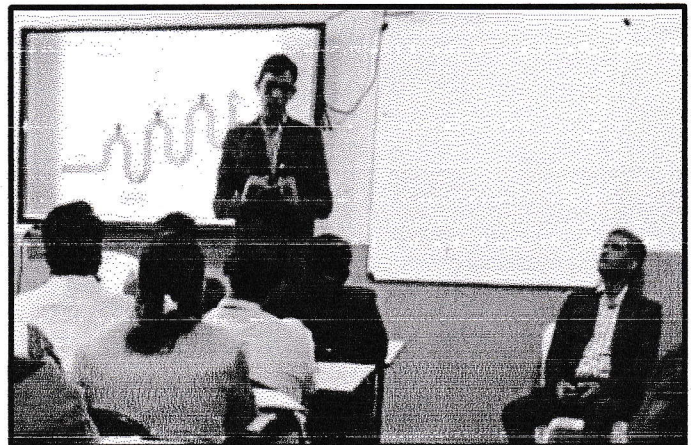
Mr. Dipak Pawar introduced the ERP system



Discussion on Student and Faculty App



Demo of Academic Modules



HR and Admission Management

Co-ordinator

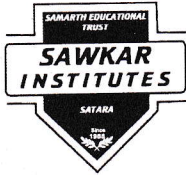


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List of Modules Offered:

- A. Faculty Mobile App
- B. Student Mobile App
- C. EasyCheck-Digital Evaluation System
- D. EasyPariksha-Objective Proctored Examination System
- E. EduplusJobs-Training & Placement Automation Tool
- F. ERP
 - 1. HR
 - a. Faculty Profile
 - b. Leave Management
 - c. Employee Attendance Monitoring
 - d. Payroll
 - e. Task Tracking
 - f. Employee TimeSheet
 - g. Faculty Appraisal
 - 2. Admission
 - a. Fees & Accounting
 - b. Subject Registration
 - c. Student Profile
 - d. Notification/Communication System
 - e. Document Management (Bonafide Certificate, TC etc)
 - f. ACAP (Spot) Admission
 - g. Transport Fees Management
 - h. Event Fees Management
 - 3. Learning Management System
 - a. Academic Monitoring
 - b. Online Assignment Submission Portal
 - c. Time Table
 - d. Student Feedback
 - e. Study Material/Resource Sharing
 - f. Quiz Online Quiz-Based Examination / Test
 - 4. Examination
 - a. Assessment Scheme
 - b. Grading Scheme
 - c. Marks Entry
 - d. Marksheet Generation
 - e. Ledger Generation
 - 5. Pro Modules
 - a. Hostel
 - b. Inventory Tracking (Deadstock Management)





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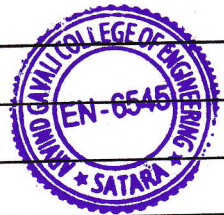
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Voucher No. _____

Debited _____

Date : 06/01/2024

Particulars	Rs.	Ps.
Paid to <u>Mr. Dipak Pawar</u>	4000/-	
By Cash/Cheque No. <u>Cash</u>		
On account of <u>Being Cash paid for Enterprise Resource Planning (ERP) Session</u>		
Rs. (In words) <u>Four Thousand Rs only</u> TOTAL	4000/-	



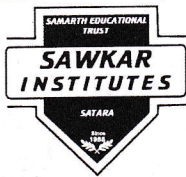
Ashinde
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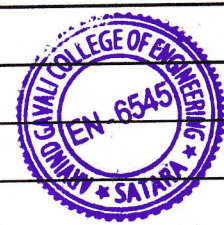
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Voucher No. _____

Debited _____

Date : 06/01/2024

Particulars	Rs.	Ps.
Paid to <u>Mr. Nilesh Patel</u>	4000/-	
By Cash/Cheque No. <u>Cash</u>		
On account of <u>Being Cash paid for Enterprise Resource Planning (ERP) Session</u>		
Rs. (In words) <u>Four Thousand Rs only</u> TOTAL	4000/-	



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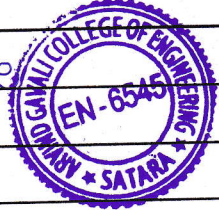
A/C Code No. _____

Voucher No. _____

Debited _____

Date : 06/01/2024

Particulars	Rs.	Ps.
Paid to <u>Mr. Suresh Nagargoje</u>	<u>4000/-</u>	
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TOTAL	<u>4000/-</u>	



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