

**A  
REPORT  
ON  
IN-HOUSE INTERACTIVE VIRTUAL WORKSHOP  
ON  
DIGITAL TEACHING-LEARNING &  
EVALUATION**

**25<sup>th</sup> July 2020**

**Under**



**Internal Quality Assurance Cell  
MADHAV INSTITUTE OF TECHNOLOGY  
& SCIENCE**

**(A Govt. Aided UGC autonomous & NAAC Accredited institute affiliated to  
RGPV, Bhopal**

**Race Course Road, Gola Ka Mandir,  
Gwalior, M.P. 474005**

**Website: [www.mitsgwalior.in](http://www.mitsgwalior.in)**

**and**

**TEQIP – III**

**Technical Education Quality Improvement Programme**

**A Government of India Project Assisted by World Bank**

**Website: <https://www.teqip.in/>**

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## NOTE-SHEET (PROPOSED SCHEDULE)

### MADHAV INSTITUTE OF TECHNOLOGY & SCIENCE, GWALIOR

(A Govt. Aided UGC Autonomous & NAAC Accredited Institute Affiliated to RGPV, Bhopal)

Notesheet

Date: 22/7/2020

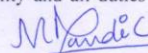
Permission may please be given to conduct an **in-house interactive virtual workshop** on “**Digital Teaching-Learning & Evaluation**” under IQAC and TEQIP-III on 25th July 2020 as per the following schedule.

It is proposed to use zoom platform. The interactive workshop is proposed to be made compulsory for all regular & NPIU faculty members to ensure smooth & effective conduction of the July-December 2020 academic session in virtual mode with adherence to MHRD guidelines and **Institute Action Plan for Digital Teaching**. The proposed schedule is as given below:

#### Proposed Schedule

Timing	Sessions	Resource Person
2 PM to 2:15 PM	Introductory Address	Dr.R.K.Pandit
2:15 to 3:00 PM	<ul style="list-style-type: none"> <li>Conduction of on-line interactive classes using available platforms</li> <li>Comparison of available platforms</li> <li>Recording &amp; uploading lecture videos</li> <li>Do's &amp; Don'ts</li> </ul> (Effective use of Zoom, Google Meet, uploading on Youtube and google drive, with link on MOODLE)	Prof.RajniRanjansinghmakwana
3:00 to 3:45 PM	<ul style="list-style-type: none"> <li>Conduction of Virtual Lab</li> <li>Use of Digital writing pad</li> <li>Conduction of interactive classes, attendance on zoom</li> <li>Additional features for ensuring learner attentiveness</li> </ul>	Prof.Praveen Bansal
3:45 to 4:30 PM	<ul style="list-style-type: none"> <li>Use of Moodle: A virtual trip</li> <li>How to Enroll Students in course</li> <li>Students Attendance System</li> <li>Uploading Study material, URL etc</li> <li>Smart Quiz making</li> <li>Generation of Grade Sheet</li> </ul>	Mr. Atul Chauhan
4:30 to 5:00PM	Interactive Discussion & Question/Answer Session	Director & Workshop Conduction Team
5.0 PM to 5.10 PM	Quiz 10 min	Workshop Conduction Team
5.15 PM	Feedback	Workshop Conduction Team

It is proposed that the team constituted vide Order No 1013 dated July 1<sup>st</sup> 2020 to conduct the workshop on “Digital Teaching Learning: Tools & Practices” may be assigned the above responsibility and all duties must be shared by the team members as performed for the earlier workshop.

  
Dean Academics  
(Dr.ManjareePandit)

Submitted for approval

(Director)

*Approved*

*22.7.2020*

## ORGANIZERS

This In-House Interactive Virtual Workshop on Digital Teaching-Learning & Evaluation for Teaching & E-Contents Developments Tools has been jointly organized by MITS, Gwalior and TEQIP-III.

### **About MITS, GWALIOR**

Madhav Institute of Technology and Science (MITS), Gwalior was established by His Highness Sir Jiwaji Rao Scindia, Maharaja of Erstwhile State of Gwalior, with an aim to create world-class quality Engineers and technocrats capable of providing leadership in all spheres of life and society. Founded as Madhav Engineering College in 1957. Since its inception, the institute has constantly strived for excellence and quality. Today the institute offers fifteen UG programmes along with research programmes leading to Masters degree in thirteen specializations and Ph.D. in various technical streams. Various departments of the institute have well equipped laboratories and experienced faculty. The institute is a minor QIP centre for Ph.D. programmes in five disciplines. The institute is also funded by the World Bank under TEQIP phase III to strengthen the quality of technical education.

### **About TEQIP-III**

The Project, Third phase of Technical Education Quality Improvement Programme (referred to as TEQIP-III) is fully integrated with the Twelveth Five-year Plan objectives for Technical Education as a key component for improving the quality of Engineering Education in existing institutions with special consideration for the Low Income States and Special Category States (SCS) and support to strengthen few affiliated technical universities to improve their policy, academic and management practices.

## OBJECTIVES OF WORKSHOP

In view of the present situation due to COVID-19 pandemic, the objective of the online workshop is to make the faculty members aware about the Digital Teaching practices and open source platforms available for the purpose. The workshop will enable and equip the faculty members to explore and use the available tools and techniques for online interactive teaching, e-content developments, effective delivery, peer group learning and various ICT initiatives of MHRD for the same.

In present times, enormous new possibilities present themselves where the teachers can make use of the advanced facilities to improve the teaching-learning experience. Availability of various audio-visual aids, possibility of pre-recording of lectures, flipped classes and many other on-line tools to choose from, empower the professors of present times as never before in the history of education.

## KEY POINTS ABOUT THIS WORKSHOP

The IQAC of the Institute organized a one-day online workshop on 25.07.2020 on “**Digital Teaching-Learning & Evaluation**”. Given the prevailing COVID-19 situation, the faculty members of the Institute are conducting online teaching-learning activities successfully w.e.f. March 2020, further, this workshop was organized to share the best practices for the effective conduction of digital teaching through Interactive sessions delivered by **Prof. R.R. Singh Makwana, Prof. Praveen Bansal & Shri Atul Chauhan.**

- **Discussion was on the following key points along with a Question/Answer Session:**

- *Conduction of online interactive classes using available platforms*
- *Comparison of available platforms*
- *Recording & uploading lecture videos*
- *Do's & Don'ts (Effective use of Zoom, Google Meet, uploading on Youtube and google drive, with a link on MOODLE)*
- *Conduction of Virtual Lab*
- *Use of Digital writing pad*
- *Conduction of interactive classes, attendance on zoom*
- *Additional features for ensuring learner attentiveness*
- *Use of Moodle:*
  - *A virtual trip*
  - *How to Enroll Students in the course*
  - *Students Attendance System*
  - *Uploading Study material, URL etc*
  - *Smart Quiz making*
  - *Generation of Grade Sheet*
- **The workshop was attended by 132 faculty members. After the sessions an online quiz was conducted and feedback was collected from the participants**
- **Golden badge was given to 80 faculty members based on their performance**
- **The feedback was given by 93 out of the 132 faculty members.**

## SCHEDULE

**Date: 25<sup>th</sup> July 2020**

Timing	Sessions	Resource Person
2:00 to 2:15 PM	Introductory Address	Dr. R.K.Pandit
2:15 to 3:00 PM	<ul style="list-style-type: none"> <li>• Conduction of online interactive classes using available platforms</li> <li>• Comparison of available platforms</li> <li>• Recording &amp; uploading lecture videos</li> <li>• Do's &amp; Don'ts</li> </ul> <p>(Effective use of Zoom, Google Meet, uploading on Youtube and google drive, with a link on MOODLE)</p>	Prof. Rajni Ranjan Singh Makwana
3:00 to 3:45 PM	<ul style="list-style-type: none"> <li>• Conduction of Virtual Lab</li> <li>• Use of Digital writing pad</li> <li>• Conduction of interactive classes, attendance on zoom</li> <li>• Additional features for ensuring learner attentiveness</li> </ul>	Prof. Praveen Bansal
3:45 to 4:30 PM	<ul style="list-style-type: none"> <li>• Use of Moodle: A virtual trip</li> <li>• How to Enroll Students in course</li> <li>• Students Attendance System</li> <li>• Uploading Study material, URL etc</li> <li>• Smart Quiz making</li> <li>• Generation of Grade Sheet</li> </ul>	Mr. Atul Chauhan
4:30 to 5:00 PM	Interactive Discussion & Question/Answer Session	Director & Workshop Conduction Team
5:00 to 7:20 PM	Quiz 10 min	Workshop Conduction Team

## LIST OF GOLDEN EXPERT

**Description** Golden Expert  
**Created on** Saturday, 25 July 2020, 12:13 PM  
**Image**



### Golden Expert

This badge is currently available to users, and its criteria are locked. [?](#) [Disable access](#)

[Overview](#) [Edit details](#) [Criteria](#) [Message](#) [Recipients \(80\)](#) [Endorsement](#) [Related badges \(0\)](#) [Alignments \(0\)](#)

1 2 »

Enrolment No ^ / Name ^	Date issued ^	
Manjaree Pandit	Monday, 27 July 2020, 9:35 AM	<a href="#">View issued badge</a>
PUNEET KUMAR NEMA	Sunday, 26 July 2020, 3:44 PM	<a href="#">View issued badge</a>
Bhupendra Pandey	Sunday, 26 July 2020, 3:09 PM	<a href="#">View issued badge</a>
Tarun Shrivastava	Sunday, 26 July 2020, 2:58 PM	<a href="#">View issued badge</a>
Sharad Agrawal	Sunday, 26 July 2020, 1:17 PM	<a href="#">View issued badge</a>
Hansnath tiwari	Sunday, 26 July 2020, 1:04 PM	<a href="#">View issued badge</a>
Anshu Chaturvedi	Sunday, 26 July 2020, 12:51 PM	<a href="#">View issued badge</a>
Rakesh Jadon	Sunday, 26 July 2020, 12:01 PM	<a href="#">View issued badge</a>
AMRAT KUMAR DHAMNEYA	Sunday, 26 July 2020, 11:28 AM	<a href="#">View issued badge</a>
RAHUL DUBEY	Sunday, 26 July 2020, 11:19 AM	<a href="#">View issued badge</a>
RAKESH KUMAR NAIK	Sunday, 26 July 2020, 10:54 AM	<a href="#">View issued badge</a>
Vishal Chaudhary	Sunday, 26 July 2020, 10:37 AM	<a href="#">View issued badge</a>
Mahesh Parmar	Sunday, 26 July 2020, 10:02 AM	<a href="#">View issued badge</a>
VIKAS YADAV	Sunday, 26 July 2020, 9:55 AM	<a href="#">View issued badge</a>
PROF. AMIT KUMAR MANJHVAR	Sunday, 26 July 2020, 9:53 AM	<a href="#">View issued badge</a>
Rakesh Narvey	Sunday, 26 July 2020, 9:03 AM	<a href="#">View issued badge</a>
Rajeev Kansal	Sunday, 26 July 2020, 8:12 AM	<a href="#">View issued badge</a>
DEOBRAT SINGH	Sunday, 26 July 2020, 7:58 AM	<a href="#">View issued badge</a>
PRACHI SHARMA	Sunday, 26 July 2020, 7:52 AM	<a href="#">View issued badge</a>
PANKAJ KUMAR	Sunday, 26 July 2020, 7:40 AM	<a href="#">View issued badge</a>



Sanjay Tiwari	Sunday, 26 July 2020, 7:36 AM	<a href="#">View issued badge</a>
SAURABH KUMAR RAJPUT	Sunday, 26 July 2020, 7:10 AM	<a href="#">View issued badge</a>
NUPUR VERMA	Sunday, 26 July 2020, 12:33 AM	<a href="#">View issued badge</a>
Deepak Kumar Jain	Saturday, 25 July 2020, 11:25 PM	<a href="#">View issued badge</a>
PRATIBHA SINGH	Saturday, 25 July 2020, 11:18 PM	<a href="#">View issued badge</a>
APRAJITA KUMARI	Saturday, 25 July 2020, 10:57 PM	<a href="#">View issued badge</a>
Arun Wadhvani	Saturday, 25 July 2020, 10:46 PM	<a href="#">View issued badge</a>
VIKRAM .	Saturday, 25 July 2020, 10:36 PM	<a href="#">View issued badge</a>
RAHUL SAGWAL	Saturday, 25 July 2020, 10:30 PM	<a href="#">View issued badge</a>
G K NAVEEN KUMAR	Saturday, 25 July 2020, 10:29 PM	<a href="#">View issued badge</a>
Sulochana Wadhvani	Saturday, 25 July 2020, 10:28 PM	<a href="#">View issued badge</a>
SHWETA KUMARI	Saturday, 25 July 2020, 10:25 PM	<a href="#">View issued badge</a>
Deep Kishore Parsediya	Saturday, 25 July 2020, 10:15 PM	<a href="#">View issued badge</a>
SHAILENDRA PRATAP SINGH	Saturday, 25 July 2020, 10:13 PM	<a href="#">View issued badge</a>
Rajendra Gupta	Saturday, 25 July 2020, 9:47 PM	<a href="#">View issued badge</a>
NIPUN GUPTA	Saturday, 25 July 2020, 9:20 PM	<a href="#">View issued badge</a>
Vandana Vikas Thakare	Saturday, 25 July 2020, 8:22 PM	<a href="#">View issued badge</a>
Anish P Jacob	Saturday, 25 July 2020, 8:09 PM	<a href="#">View issued badge</a>
Vaibhav Shivhare	Saturday, 25 July 2020, 8:02 PM	<a href="#">View issued badge</a>
Jaimala Jha	Saturday, 25 July 2020, 6:55 PM	<a href="#">View issued badge</a>
Punit Johari	Saturday, 25 July 2020, 6:50 PM	<a href="#">View issued badge</a>
SARVE ANTARAM NARAYAN	Saturday, 25 July 2020, 6:47 PM	<a href="#">View issued badge</a>
Vedansh Chaturvedi	Saturday, 25 July 2020, 6:42 PM	<a href="#">View issued badge</a>
VIKAS MAHOR	Saturday, 25 July 2020, 6:39 PM	<a href="#">View issued badge</a>
Ankit Kumar	Saturday, 25 July 2020, 6:37 PM	<a href="#">View issued badge</a>
Rakesh kumar Dubey	Saturday, 25 July 2020, 6:37 PM	<a href="#">View issued badge</a>
CHETAN SHARMA	Saturday, 25 July 2020, 6:32 PM	<a href="#">View issued badge</a>
Neha Bhardwaj	Saturday, 25 July 2020, 6:31 PM	<a href="#">View issued badge</a>
SUBHAS CHAND PAL	Saturday, 25 July 2020, 6:30 PM	<a href="#">View issued badge</a>
UTKARSH SRIVASTAVA	Saturday, 25 July 2020, 6:28 PM	<a href="#">View issued badge</a>
Jyoti Vimal	Saturday, 25 July 2020, 6:25 PM	<a href="#">View issued badge</a>
Garima singh Baghel	Saturday, 25 July 2020, 6:25 PM	<a href="#">View issued badge</a>
Madhav Singh	Saturday, 25 July 2020, 6:25 PM	<a href="#">View issued badge</a>
Ravindra Pratap Narwaria	Saturday, 25 July 2020, 6:22 PM	<a href="#">View issued badge</a>

Karuna Markam	Saturday, 25 July 2020, 6:19 PM	<a href="#">View issued badge</a>
SACHIN RAMESHRAO GEED	Saturday, 25 July 2020, 6:16 PM	<a href="#">View issued badge</a>
VERSHA SINHA	Saturday, 25 July 2020, 6:08 PM	<a href="#">View issued badge</a>
Ashish Patra	Saturday, 25 July 2020, 6:07 PM	<a href="#">View issued badge</a>
Lav Upadhyay	Saturday, 25 July 2020, 6:07 PM	<a href="#">View issued badge</a>
Himmat Ahirwar	Saturday, 25 July 2020, 6:05 PM	<a href="#">View issued badge</a>
MIR SHAHNAWAZ AHMAD	Saturday, 25 July 2020, 6:04 PM	<a href="#">View issued badge</a>
Dr. Amit Aherwar	Saturday, 25 July 2020, 6:03 PM	<a href="#">View issued badge</a>
Swati Gupta	Saturday, 25 July 2020, 6:00 PM	<a href="#">View issued badge</a>
KRISHAN KUMAR	Saturday, 25 July 2020, 5:59 PM	<a href="#">View issued badge</a>
SANTOSH SAHU	Saturday, 25 July 2020, 5:56 PM	<a href="#">View issued badge</a>
Sanjiv Sharma	Saturday, 25 July 2020, 5:55 PM	<a href="#">View issued badge</a>
Shishir Dixit	Saturday, 25 July 2020, 5:55 PM	<a href="#">View issued badge</a>
Jitendra Muthale	Saturday, 25 July 2020, 5:51 PM	<a href="#">View issued badge</a>
Manish Dixit	Saturday, 25 July 2020, 5:49 PM	<a href="#">View issued badge</a>
Chandra Shekhar Malvi	Saturday, 25 July 2020, 5:48 PM	<a href="#">View issued badge</a>
Sulochana Nagar	Saturday, 25 July 2020, 5:48 PM	<a href="#">View issued badge</a>
Parul Saxena	Saturday, 25 July 2020, 5:46 PM	<a href="#">View issued badge</a>
Khushboo Agrawal	Saturday, 25 July 2020, 5:45 PM	<a href="#">View issued badge</a>
Sunita Sharma	Saturday, 25 July 2020, 5:43 PM	<a href="#">View issued badge</a>
SHIKHA JHA	Saturday, 25 July 2020, 5:41 PM	<a href="#">View issued badge</a>
Hari Mohan Dubey	Saturday, 25 July 2020, 5:41 PM	<a href="#">View issued badge</a>
Pooja Sahoo	Saturday, 25 July 2020, 5:40 PM	<a href="#">View issued badge</a>
Dr Vijay Bhuria	Saturday, 25 July 2020, 5:08 PM	<a href="#">View issued badge</a>
Aditya Kumar Agarwal	Saturday, 25 July 2020, 5:07 PM	<a href="#">View issued badge</a>
Sanjeev Khanna	Saturday, 25 July 2020, 5:06 PM	<a href="#">View issued badge</a>

# FEEDBACK

[their June 2020 examinations admit card](#) # [Online Examination Instruction Manual](#)

## Moodle Training

[Dashboard](#) / [My courses](#) / [MT](#) / [Inhouse Interactive Virtual Workshop on "Digital T...](#) / [Feedback Digital Teaching-Learning & Evaluation](#) / [Analysis](#)

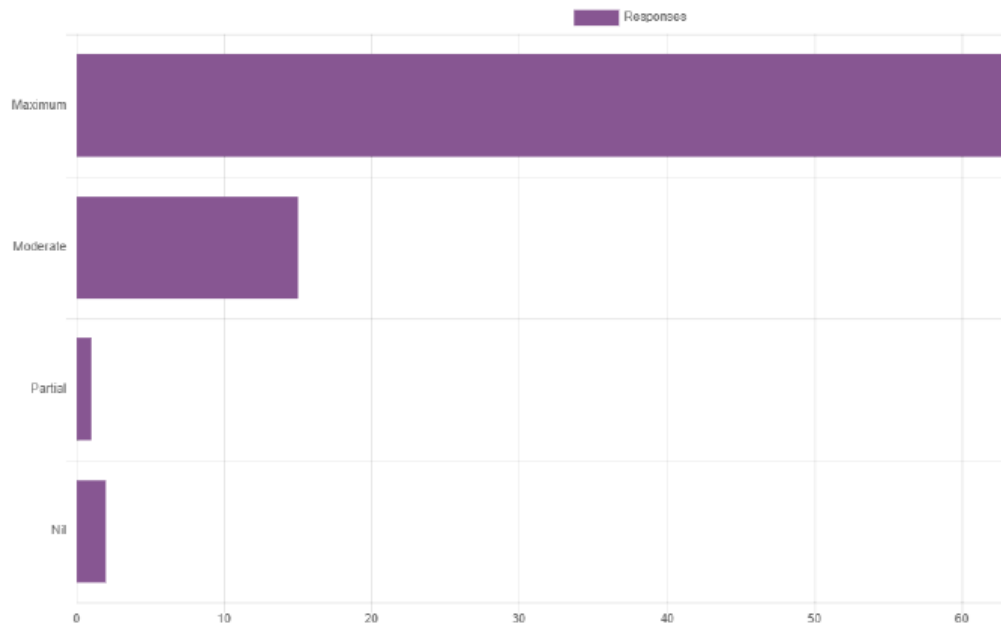
## Feedback Digital Teaching-Learning & Evaluation

[Overview](#)   [Edit questions](#)   [Templates](#)   [Analysis](#)   [Show responses](#)

Visible groups

Submitted answers: 93  
Questions: 8

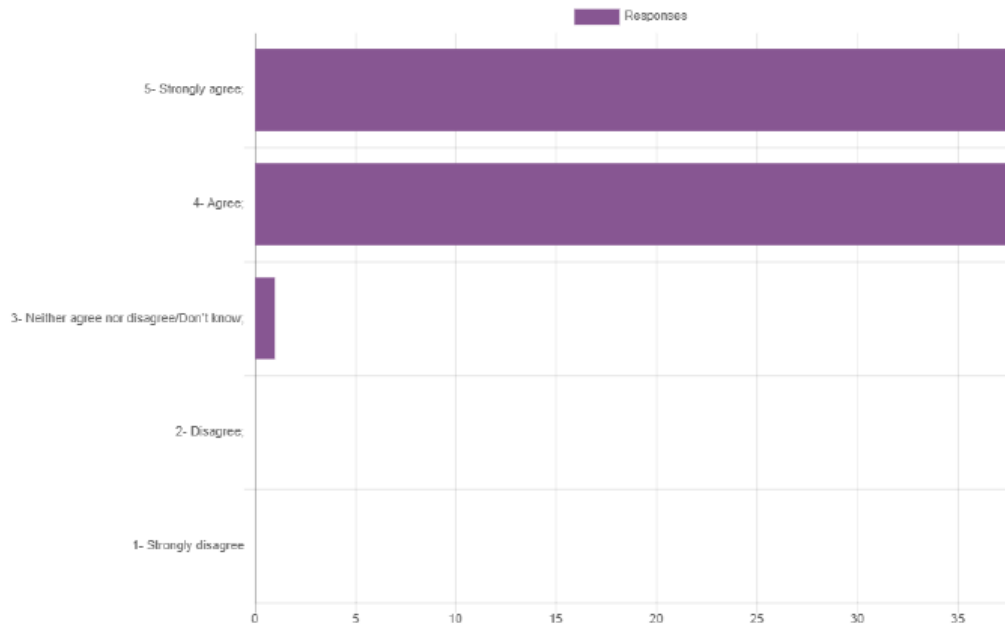
### Level of effort you put into the course



[Show chart data](#)

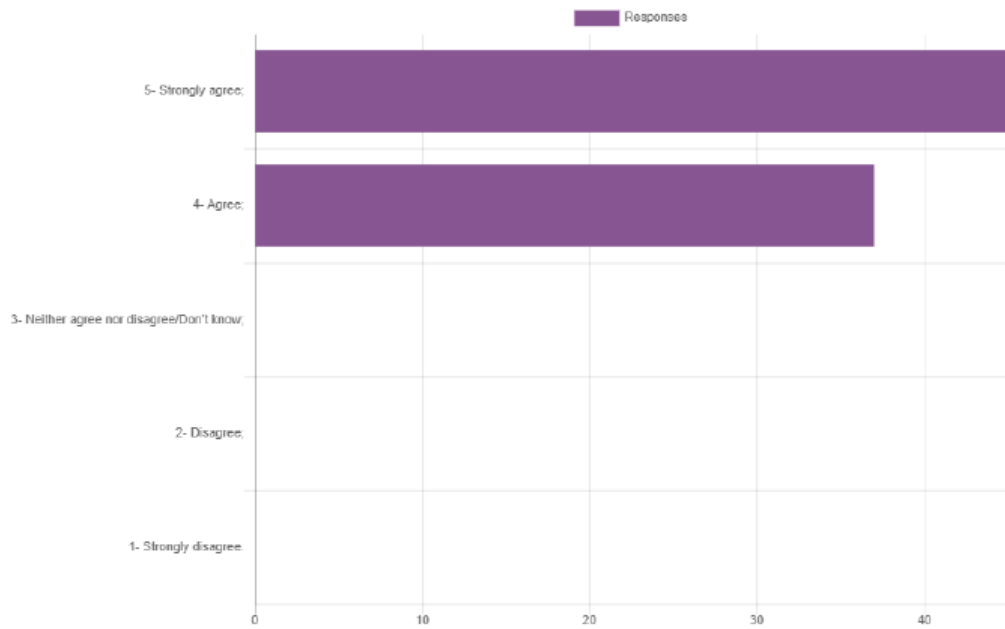
### Course meets my expectations

25<sup>th</sup> July 2020



[Show chart data](#)

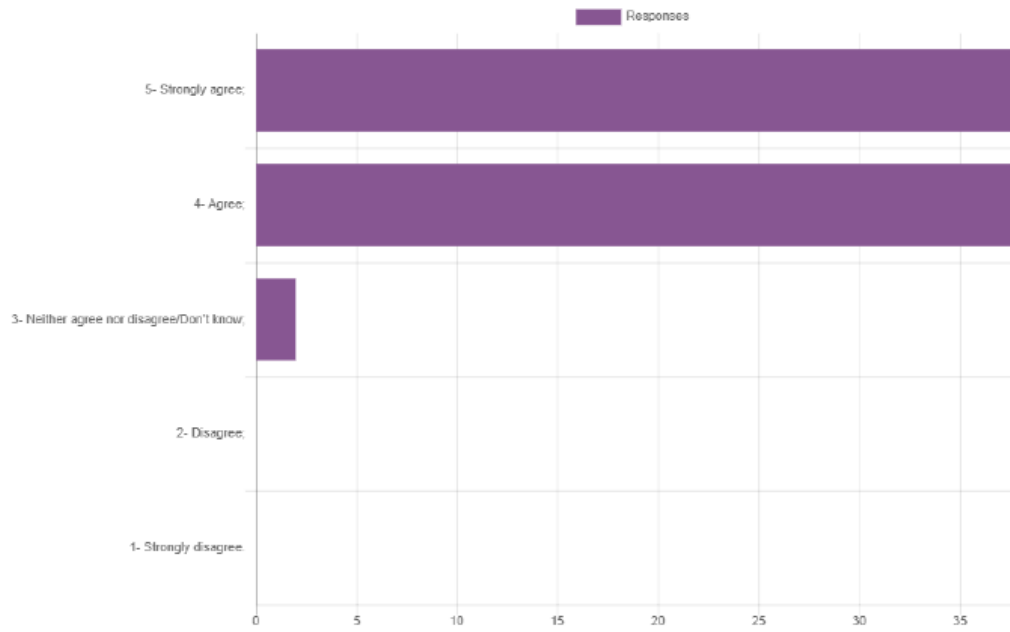
**Syllabus contents were useful**



[Show chart data](#)

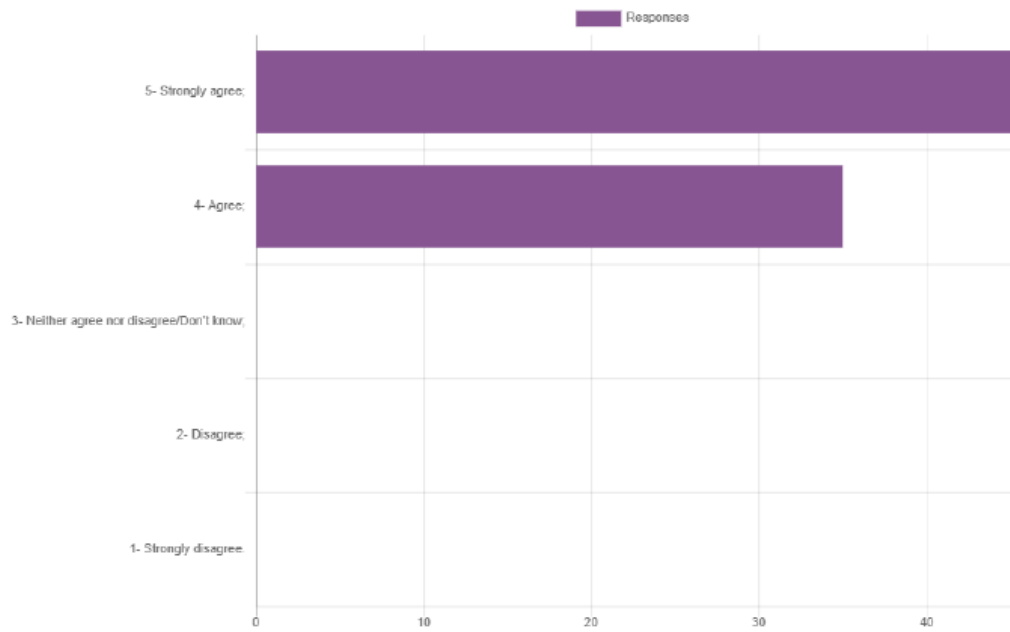
**Course was well designed and structured**

25<sup>th</sup> July 2020



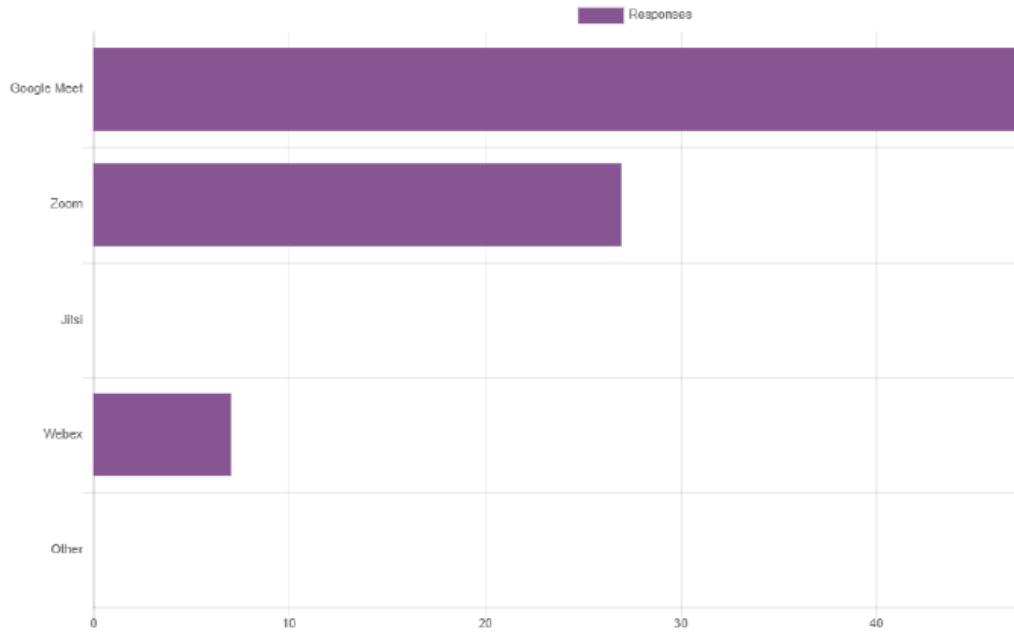
[Show chart data](#)

**The course will help me to improve my online teaching method**



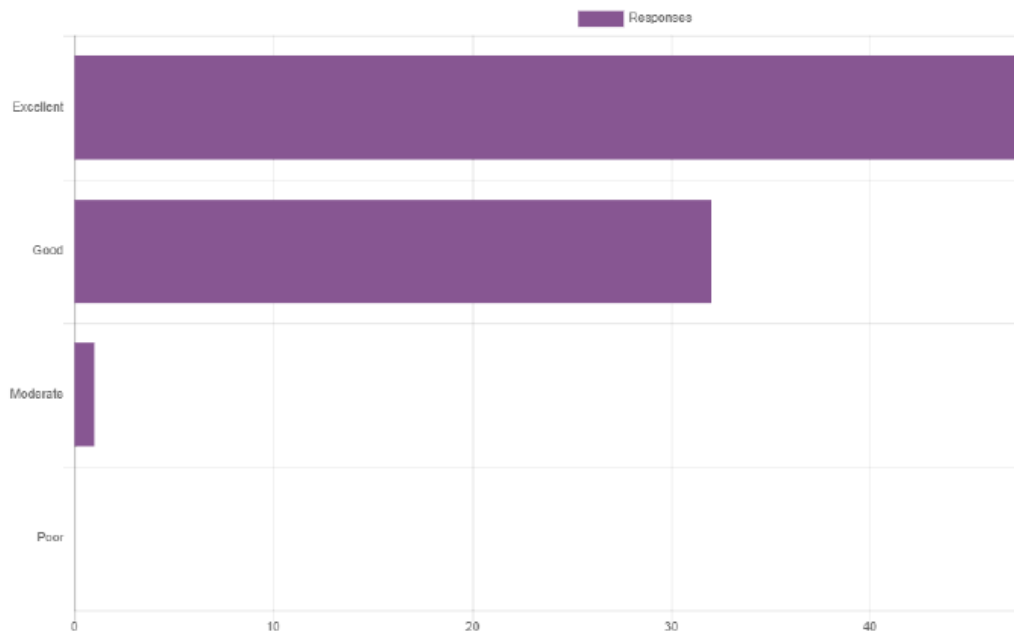
[Show chart data](#)

**Which platform do you prefer for online teaching**



[Show chart data](#)

**Your overall rating about the training**



[Show chart data](#)

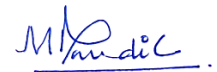
**What are the initiatives you would like to take after completion of learning through this online one days workshop?**

- I will try to implement auto attendance add in, and the moving option of question bank to quiz. I will try to develop gradually the other type of questions appearing in competitive exam wherein (i) more than one answer is correct, (ii) fill in the numeric value type questions wherein in the answers a certain range will have correct option. This will help me in setting conventional numerical problems.  
 I have already adopted to and using Open-board and .virtual lab in on line teaching.

25<sup>th</sup> July 2020

- This is very informative workshops for online teaching platform. The Google meet different extension is very helpful for enhancement of google meet & online classroom. Learn about the YouTube storage & virtual lab. This is very good information. Thanks for all.
- Few Google chrome extension based improvements and moodle things
- Would try to implement certain things, specially to integrate chrome extensions for google meet. Rest most of the content of the session was already known and practiced by most of us, still got to learn a few useful things. Kudos to the organizers
- Online attendance on moodle
- good teaching ,nice explanation of course content
- Will be able to design quiz in a better manner after adding categories.  
Will try to familiarize myself with the virtual labs in my discipline  
Will prefer zoom over G-Meet after knowing about the merits
- I will apply all safety measures learnt in the workshop.
- online learning
- Sir, I have already use Google meet and zoom platforms for teaching. I have feeling some problems about the different tools but, workshop proved very helpful to me for effective teaching by using advanced tools.
- Very useful workshop for enhancing the teaching learning practices in online mode.
- i will try to implement all the learning tips and tricks in my teaching.
- Sessions were good, however, it depend on the use and practice.
- I would like to explore virtual labs of my areas.
- Take my online classes with more knowledge of google meet and Moodle
- I will implements the tricks in moodle for various tasks
- Quality online teaching
- All session was very informative. Thank you all
  
- \* I will use web store extension (when using google meet platform)
- How can generate our report on moodle on self
- we will try to use some new features informed here in teaching
- more effective online teaching using tablet interface and interface softwares
- Google Attendance option is helpful  
Moodle self attendance is explorable-good options but having queries
- Thanks a lot to the organising team who planned this useful and interactive workshop.  
In this workshop, I have learnt lots of new feature of moodle and online teaching platforms which are really helpful for online studies.I will incorporate these tips and features in upcoming online classes.
- Implements
- Will add various google meet extensions,  
Will use self recorded attendance mode for students
- i will use the methods which i have learned in workshop
- Implement these things into e-classroom
- I will use more Google meet extension in my classes.
- Implement new tricks
- I WILL LEARN MORE ABOUT MOODLE
- Try to mute students in Google meet.
- Firstly, I downloaded all the extensions that were told. Secondly I will try to experiment more with other online teaching platform told in the workshop.
- I have learned a lot of new things during the workshop. I'll certainly include all my learning in my online teachings.
- Will start taking classes on Google Meet also as i was taking all classes on Zoom platform, Will use all tips regarding use of Moodle for effective Teaching Learning.
- Downloaded the extensions and learnt more MOODLE options which I will apply in future.
- Use of google chrome web store for extended features of google meet.
- I will make more useful my meet for the students secure and effective
- I wasn't well aware of many of the features of google meet, zoom or moodle.so now after knowing i definitely be using those in my teaching methods

- Try to implement the various useful tips given in conduction of online class.
- I would like to incorporate Initiatives like grade sheet option, make category for quiz self enroll etc
- during performed moodle operations, try to optimized those operations with Atul sir tricks.
- Try to make compiled gradesheet.
- I try to use writing pad while teaching.
- Improve my online teaching
- Concept of Giving "Batches" to the students is a good initiative and I will be used in the current semester as well.



**Coordinator**  
**Dr. Manjaree Pandit**  
Dean Academics