



WORKSHOP REPORT

Workshop Title: Capacity Building Workshop on Information Technology Vocational Studies

Workshop Date: 18th January, 2019

Venue: Delhi Public School, Ghaziabad

Attended by: Ms. Asha Menon

Resource Persons: Dr Niti Dwivedi, Ms Nidhi, Dr Richa Verma, Dr Sharmila

Organizer: Central Board of Secondary Education

Profile of the Resource Persons: Ms Nidhi, IT Incharge, Springdales School Pusa Road, Delhi

Dr Richa Verma, Headmistress, KIIT World School

Dr Niti Dwivedi, Training Manager – Juana Technologies

1 . Content of the Workshop

Vocational Course IX & X (IT 402) was discussed in the beginning of the workshop and the importance of the vocational courses offered by CBSE at the IX and X level were elaborated. At first, all the participants were asked to create their Outlook or Hotmail accounts.

Session 1: Introduction to SWAY, Group Activity and Quizzing

Sway from Microsoft was introduced in this session by Dr Niti Dwivedi from Juana Technologies. The purpose of Sway is to convey concepts quickly, easily and clearly. Unlike PowerPoint, it is primarily for presenting ideas onscreen rather than to an audience. Tutorials, topic introductions and interactive reports are the sort of things to which it lends itself. Sway presentations are backed up to the cloud, and can be easily shared or embedded in websites. A Sway presentation drafted in Word or a PowerPoint presentation can be easily converted to a Sway story, with headings, text and media automatically broken up into relevant cards and sections. The content for Sway can be pulled in directly from a variety of different sources from within Sway.

We as a team were assigned a task of creating our first sway and presenting it before the audience. It was a great session as we all got to learn something new and interesting. The quiz on MS Office was given as a group activity and it was fun solving the questions together.



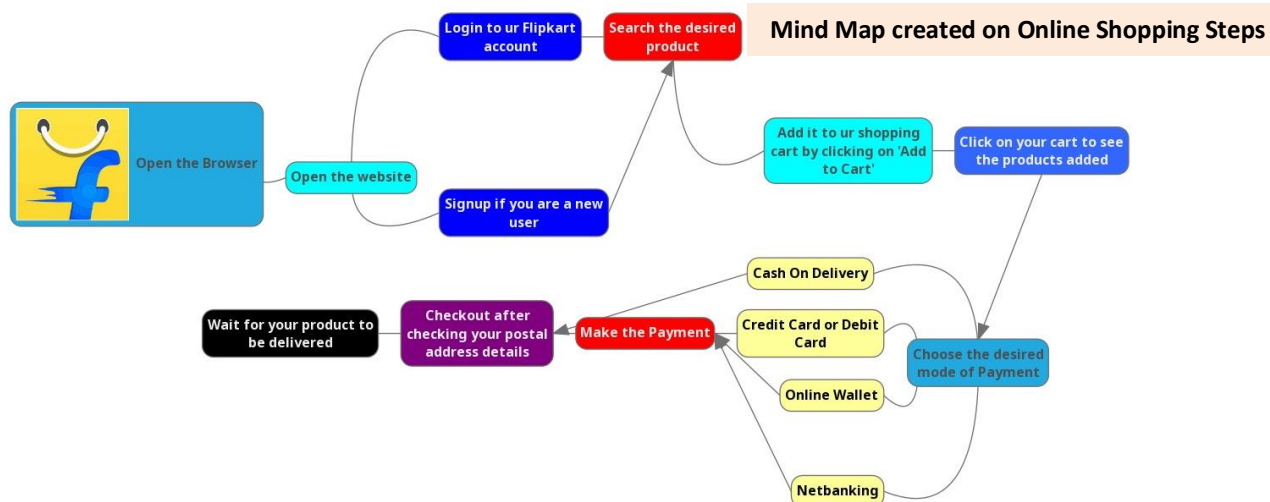
Team Work – First SWAY

Session 2: Video Conferencing Tools(Gtalk,Skype), Blogging, Mind Maps

Different Video Conferencing software like Google Hangouts, Skype etc were discussed in detail and a live hangout session was demonstrated by the resource persons. Importance of Blogging and online tools for creating mind maps were discussed. The resource persons explained how this software can be used to teach students different topics creatively.



Mindmaps using www.mindmups.com



Session 3: Cyber Safety and Security

It was the most interesting Session as it dealt with Cyber Safety Issues and how one can be safe online. Dr Richa explained different case studies on instances of blackmails, online fraud and emphasized that if adults could easily fall prey then how vulnerable are the youngsters who use numerous apps every now and then.

2. How will you implement the knowledge & techniques acquired to your subject?

Many of the techniques like Sway, Google Hangouts and Mindmaps can be used by teacher teaching any subject. These tools are easy to use and does not require much technical knowledge. The knowledge of these tools can be shared with the teachers of our school so that they may use them in their classroom proceedings.

GENERAL FEEDBACK	YES	NO	NOT SURE
• The workshop was applicable to my job	• <input type="radio"/>	• <input type="radio"/>	• <input type="radio"/>
• I will recommend this workshop for other faculty members.	• <input type="radio"/>	• <input type="radio"/>	• <input type="radio"/>
• The program was well paced within the allotted time	• <input type="radio"/>	• <input type="radio"/>	• <input type="radio"/>
• The material was presented in an organized manner	• <input type="radio"/>	• <input type="radio"/>	• <input type="radio"/>
• The resource person was a good communicator	• <input type="radio"/>	• <input type="radio"/>	• <input type="radio"/>
• The resource person was knowledgeable on the topic	• <input type="radio"/>	• <input type="radio"/>	• <input type="radio"/>
• I would be interested in attending a follow-up, more advanced workshop on this same subject	• <input type="radio"/>	• <input type="radio"/>	• <input type="radio"/>
• I will be able to conduct follow up workshop for the benefit of fellow Staff Members	• <input type="radio"/>	• <input type="radio"/>	• <input type="radio"/>



The Workshop Team

Report submitted by: Ms. Asha Menon (PRT- Computer Sc)