



MIER College of Education (Autonomous)

Accredited by the NAAC with 'A+' Grade

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.2 HONORING STUDENT DIVERSITY

2.2.3 There are institutional provisions for catering to differential student needs; Appropriate learning exposures are provided to students

2. Reports with seal and signature of the Principal

**Workshop on the Use of
ICT for catering differential
needs of students**



MIER COLLEGE OF EDUCATION (AUTONOMOUS)

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QF-028A
9th October, 2023

SCHOOL OF EDUCATION

Circular

This is for the information of the students of B.Ed. Semester III that a workshop on use of ICT for catering differential needs of students is being organized on 10th and 11th October, 2023 at 12. 30 pm. It is mandatory for all the students to attend the same.

Nishita

HOD
School of Education

Copy to:

- Principal, MIER College of Education (Autonomous)
- Coordinator IQAC



MIER COLLEGE OF EDUCATION (AUTONOMOUS)

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Workshop Report: Use of ICT for Catering Differential Needs of Students

Date: 10th and 11th October, 2023

Time: 12:30 pm

Venue: [Computer Lab, Administrative block]

Introduction: The workshop on "Use of ICT for Catering to Differential Needs of Students" was organized for the students of B.Ed. Semester III. This workshop aimed to provide insights into leveraging Information and Communication Technology (ICT) tools to address the diverse learning needs of students in educational settings.

Objectives:

1. To familiarize students with ICT tools suitable for accommodating diverse learning needs.
2. To understand the significance of personalized learning approaches in education.
3. To explore practical applications of ICT in adapting teaching methods for different learning styles.

Workshop Facilitators: The workshop was conducted by two esteemed facilitators:

1. Ms. Rohini Sharma
2. Mr. Sanjay Chandel

Workshop Schedule:

- Day 1: October 10th, 2023
 - Session 1: Introduction to ICT in Education (Ms. Rohini Sharma)
 - Session 2: Understanding Differentiated Instruction (Mr. Sanjay Chandel)

- Day 2: October 11th, 2023
 - Session 3: Practical Applications of ICT for Differentiated Learning (Ms. Rohini Sharma and Mr. Sanjay Chandel)
 - Session 4: Hands-on Workshop and Group Activities

Key Highlights:

- Ms. Rohini Sharma provided an insightful overview of ICT tools and their relevance in modern education. She emphasized the role of technology in creating inclusive learning environments.
- Mr. Sanjay Chandel delved into the concept of differentiated instruction, illustrating various strategies to accommodate diverse student needs effectively.
- The joint session on practical applications of ICT witnessed active participation from students, who engaged in discussions and shared their experiences.
- Hands-on workshops allowed students to explore ICT tools firsthand, enabling them to grasp their potential in adapting teaching methodologies.

The workshop on "Use of ICT for Catering to Differential Needs of Students" served as a platform for students to enhance their understanding of inclusive teaching practices. The insights provided by Ms. Rohini Sharma and Mr. Sanjay Chandel equipped attendees with valuable knowledge and skills to address their diverse learning needs as well as of students effectively.



Nishita
HOD
School of Education

Workshop on Life Skill Programme



MIER College of Education (Autonomous)

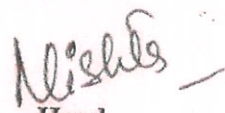
College with Potential for Excellence Status by the UGC
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SCHOOL OF EDUCATION

QF: 028B
Ref. No. MCE/SOE/November/2023/226A
Dt: 20/11/2023

CIRCULAR

It is for the information of all the students of B.Ed. Special Education (ID) Semester-III, Session 2022-24 that as a part of Life Skill Programme, a workshop on Communication Skills is being organized from 22nd November, 2023 to 13th December, 2023 at 12:50 p.m. to 01:30 p.m. Ms. Maneka Khanna will conduct the session. It is mandatory for all the students to attend. Certificate for life skill programme will be awarded to the participants.


Head
School of Education

Copy to: -

1. Principal, MIER College of Education.
2. Ms. Maneka Khanna



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SCHOOL OF EDUCATION

QF: 028A
Ref. No. MCE/SOE/March/2024/306
Dt: 13/03/2024

CIRCULAR

It is for the information of all the students of B.Ed. Semester-III, Session 2022-24 that as a part of Life Skill Programme, a workshop on Communication Skills is being organized from 20th March, 2024 to 2nd April, 2024 at 01:30 p.m. to 02:10 p.m. Mrs. Maneka Khanna will conduct the session. It is mandatory for all the students to attend. Certificate for life skill programme will be awarded to the participants.

Nishita Rana

HOD
School of Education

Copy to: -

1. Principal, MIER College of Education.
2. IQAC
3. Mrs. Maneka Khanna



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REPORT OF LIFE SKILLS PROGRAMME

The College conducted a "Life Skills" programme for the students of the School of Education (SOE) and the School of Social Sciences and Humanities (SOSSH) to inculcate in the students both personal and professional skills in the areas of-

- Effective Communication
- Personality Development
- Life Skills and Academic Skills
- Career Skills- Resume Building
- Digital Literacy

The following modules were covered during the sessions:

S.No.	Description	Resource Person	Dates
1.	Communication Skills Workshop	Mrs. Maneka Khanna	<ul style="list-style-type: none">• 23/11/23-13/12/23• 20/3/24 – 03/4/24
2.	Transformative "Personality Development" Workshop	Mrs. Abha Choudhary	<ul style="list-style-type: none">• 19/12/23-22/12/23
3.	Life Skills and Academic Skills Development Workshop	Mr. Sumit Dutta	<ul style="list-style-type: none">• 15/1/24 – 19/1/24
4.	Career Skills- Resume Building Workshop	Mr. Ankur Singhal	<ul style="list-style-type: none">• 28/8/23
5.	Digital Literacy Skills Workshop	Mrs. Rohini Sharma Mr. Sanjay Chandel	<ul style="list-style-type: none">• 20/3/24 – 27/3/24

Brief report of each workshop:

1. Communication Skills Workshop

English communication skills workshop integrates grammar, vocabulary, listening, speaking, reading, pronunciation, and writing — all in an engaging and interactive activity.

The resource person focused on fluency in different areas of English through activities that emphasize oral and written expression. The workshops included:

- Discussion, brainstorming and debates
- Group work and tasks
- Communication exercises
- Reading and listening comprehension exercises
- Vocabulary and written exercises
- Grammar exercises
- Conversation techniques
- Role-playing

Learning Outcomes Achieved:

Students were able to:

1. Understand the techniques of effective listening
2. Comprehend common phrases, short dialogues, correct pronunciation and expressions.
3. Read and make use of the texts more effectively.
4. Utilize reading skills to improve their speaking and writing skills.
5. Improve fluency while speaking.
6. Write varied contexts like E-mails, Resumes and Reports.

Students' Feedback:

Students' feedback was collected online through a feedback form created to ascertain the effectiveness of the trainer and the workshop.

About the course and its contents:

- The students found the course content appropriate according to their needs.
- The content designed was according to the language level of the students.
- It covered all four language skills i.e., Listening, Speaking, Reading and Writing.

About the trainer/resource person:

- The resource person was well prepared and conducted the classes effectively and efficiently with a variety of activities.

Suggestions:

- Learners were keen to have more such workshops and for a longer duration

2. Transformative "Personality Development" Workshop

The four-day workshop delved into multifaceted aspects of personality development, covering topics such as effective communication, self-confidence enhancement, professional etiquette, and personal branding. Through a series of interactive sessions, role-playing activities, and practical exercises, students were equipped with practical skills and insights essential for their holistic growth.

Learning Outcomes Achieved:

1. Increased Self-Confidence:

- Through self-assessment exercises and constructive feedback, students gained a deeper understanding of their strengths and weaknesses.
- They learned strategies to overcome self-doubt and present themselves with confidence.

2. Professional Etiquette Mastery:

- The students acquired knowledge of appropriate professional behaviour in different settings, including workplace environments and formal gatherings.
- They learned etiquettes related to punctuality, attire, and demeanour, enhancing their professional image.

3. Personal Branding Skills:

- Students explored methods to identify and articulate their unique strengths and values.
- They developed strategies to differentiate themselves positively and create a compelling personal brand.

Students' Feedback:

Students' feedback was collected online through a feedback form created to ascertain the effectiveness of the trainer and the workshop.

About the workshop and its contents:

- The interactive nature of the workshop, including role-playing activities and practical exercises, made the learning experience of the students dynamic and enjoyable.
- The content designed was according to their interest and need.

About the trainer/resource person:

- The trainer demonstrated a deep understanding of the subject matter and facilitated engaging sessions that encouraged active participation from all attendees.

Suggestions:

- Providing students with access to additional resources, such as reading materials, online courses, or networking opportunities, would facilitate ongoing learning and development beyond the workshop.

3. Life Skills and Academic Skills Development Workshop

The workshop's primary focus was to empower future educators with effective problem-solving strategies, techniques to enhance mental health and wellbeing, and tools for stress management and coping mechanisms. Mr. Sumit Dutta employed a participatory, interactive, experiential, and dynamic approach to provide participants with hands-on experiences, offering practical insights and tools to benefit them both personally and professionally. Sessions were dedicated to identifying and resolving academic challenges, encompassing issues such as time management, study skills, procrastination, anxiety, adapting to new environments, motivation, and technology challenges.

Learning Outcomes Achieved:

1. Enhanced Mental Health and Wellbeing:

- Through practical exercises and discussions, students developed a deeper understanding of mental health and learned strategies for self-care and stress management.
- They acquired tools to enhance resilience, cope with stressors, and maintain overall wellbeing in academic and professional settings.

2. Improved Stress Management and Coping Mechanisms:

- Students learned practical techniques for managing stress and coping with academic and personal pressures.
- They gained insights into identifying stress triggers and implementing effective coping strategies to maintain balance and productivity.

3. Academic Skills Development:

- Students acquired essential academic skills such as time management, study techniques, and goal setting.
- They learned strategies to overcome common academic challenges such as procrastination, anxiety, and adapting to new environments.

Students' Feedback:

Students' feedback was collected online through a feedback form created to ascertain the effectiveness of the trainer and the workshop.

About the workshop and its contents:

- The sessions were well-structured and covered a wide range of topics.
- Each session provided actionable takeaways that the students can immediately apply in their academic and personal life.

About the trainer/resource person:

- His participatory, interactive, and dynamic approach made the sessions engaging and enriching.
- The strategies and techniques shared by the resource person have equipped the students with the necessary skills to overcome obstacles such as time management issues, study-related anxieties, and difficulties in adapting to new academic environments.

Suggestions:

- Providing opportunities for one-on-one consultations or follow-up sessions with a counselor could help the students to tailor the strategies learned to their specific needs.

4. Career Skills- Resume Building Workshop

The workshop focused on the objectives of helping students acquire career skills and fully pursue to partake in a successful career path. The workshop was designed to assist students in crafting compelling and professional resumes that effectively showcase their skills, experiences, and accomplishments. Led by experienced career advisor, Mr Ankur Singhal, Co-Founder at CV Owl the workshop provided practical guidance to empower students to create resumes tailored to their career aspirations and target positions.

Learning Outcomes Achieved:

1. Understanding Resume Structure:

Students gained a clear understanding of the key components of a resume, including the header, summary or objective statement, work experience, education, skills, and additional sections such as certifications and volunteer work.

2. Tailoring Resumes to Specific Roles:

Students learned the importance of customizing resumes for different job applications. They acquired skills in aligning their qualifications, experiences, and achievements with the requirements of specific roles, increasing their chances of catching the attention of hiring managers.

3. Formatting and Design Guidelines:

Students received practical guidance on resume formatting and design principles. They learned about appropriate font styles, sizes, spacing, and layout choices to create visually appealing resumes that stand out.

Students' Feedback:

Students' feedback was collected online through a feedback form created to ascertain the effectiveness of the trainer and the workshop.

About the workshop and its contents:

- The workshop content was comprehensive and well-structured, covering essential aspects of resume building in a clear and organized manner.

About the trainer/resource person:

- The trainer demonstrated a commendable level of expertise and professionalism throughout the session.

Suggestions:

- **In-Person Interaction:** the students suggested to conduct the workshop in person where participants can interact face-to-face with the trainer and fellow attendees. This allows for more immediate feedback and a more dynamic learning environment.

5. Digital Literacy

A comprehensive workshop on Digital Literacy was organized for students to enhance their proficiency in various digital tools and platforms. The workshop aimed to equip students with essential skills in Microsoft Word and Excel, document conversion, Google Docs and Drive, virtual communication platforms like Google Meet, Zoom, Skype, as well as introduce them to the basics of Artificial Intelligence (AI), Canva, Picxart, and Quillbot.

Learning Outcomes Achieved:

1. Proficiency in MS Word and Excel:

Students gained proficiency in creating, formatting, and managing documents and spreadsheets using Microsoft Word and Excel, enabling them to effectively handle various academic and professional tasks.

2. Document Conversion Skills:

Students acquired the ability to convert documents into different file extensions, ensuring compatibility and accessibility across multiple platforms.

3. Collaborative Work with Google Docs and Drive:

Through practical demonstrations, attendees learned to collaborate efficiently using Google Docs and Drive, enabling seamless document sharing, editing, and real-time collaboration.

4. Understanding of Artificial Intelligence (AI):

Students gained basic knowledge and insights into Artificial Intelligence (AI), including its applications, impact, and significance.

Students' Feedback:

Students' feedback was collected online through a feedback form created to ascertain the effectiveness of the trainer and the workshop.

About the course and its contents:

- The students found the course content appropriate according to their needs.
- It covered all basic knowledge about MS Office, Google Docs, Sheets, forms and the use of AI.

About the trainer/resource person:

- The resource persons were knowledgeable and conducted both theory and practical sessions effectively.

Suggestions:

- Time duration of the workshop can be increased for better hands-on practice.
- The session should include insights into virtual communication platforms like Google Meet, Zoom, and Skype.

SNAPSHOTS OF DIFFERENT SESSIONS

Communication Skills



Personality Development Workshop



Leadership and Management Skills



Life Skills and Academic Skills Development Workshop



Career Skills



Digital Literacy



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