

Report on Faculty Training Program

“MICROSOFT TEAMS (Online Teaching/ Conferencing Platform)”

The unprecedented prevailing scenario has necessitated development of Information Technology skills of the faculty members. In order to address this need, a Faculty Training Program was organised at Banarsidas Chandiwala Institute of hotel Management and Catering Technology on Thursday, 15th October, 2020. The objective was to facilitate online classes of students and train the faculty members in conducting the same thorough virtual communication software. The faculty members were introduced to the Microsoft Teams (MS Teams) application. The training was conducted by **Ms. Kiran Chauhan and Mr. Abhash Kumar from Cloud Education Learning Pvt. Ltd.**

A key aspect of dealing with Covid-19 situation is to ensure that there is no interruption as far as educational services are concerned. Students should not suffer merely because there is a physical gap between the teachers and them particularly when modern technology has given us the means to bridge that gap efficiently. Deployment of software applications and tools are some measures that can be adopted to provide uninterrupted and quality educational material to students and thereby address the issues that have arisen due to the pandemic. It was keeping this aspect in mind that the training session was organised covering all the contents of MS Office 365.

The training received an overwhelming response as all the teachers participated in the event. Fifty percent staff attended the training physically while the other fifty percent joined virtually from the comfort of their homes keeping in mind and following the Covid-19 guidelines of the government.

The training addressed various aspects of the MS Teams application and promoted student centric effective teaching-learning pedagogy among the participants. It involved all the details which are required to take an online class. A crucial aspect of the software was the feature to conduct a class along with the ease of sharing the study material and also being able to do student assessment simultaneously thereby helping informative assessment for the learners and clarifying all the doubts of the attendees.

Participants shared their appreciation for the training and suggested that such events could be organised on a more regular basis for keeping the faculty of BCIHMCT abreast and updated with the latest technology to effectively deal with the challenging times.

