THE LNM INSTITUTE OF INFORMATION TECHNOLOGY, JAIPUR

(Deemed-to-be-University under De-Novo category and Section 3 of UGC Act 1956)

Event Report Format

S. No.	Particulars	Response
1	Name of the Event/ Activity	**Prayaas**
2	Program Type (FDP/ EDP/ UHV-FDP/ Conference/ Workshop/ Webinar/ Seminar/ Invited Talk/ Distinguished Lecture/ Induction Program/ Orientation Program/ Hackathon/ GIAN Course/ Sort-Term Course/ Training Session/ Cultural Activity/ Quiz Contest/ Debate/ Competition/ Sports Event/ Social Service Activity/ Awareness Program/ Charity Program/ Swachhta Program/ Healthcare Activity/ Others)	**2nd Staff Development Program**
3	Theme of the Event (Technology/ Innovation/ Research Methodology/ IPR/ Start-up/ Entrepreneurship/ Skill Development/ Stress Management/ Motivation/ Gender Sensitization/ Women Empowerment/ Career Development/ Leadership/ Awareness Program/ Social Service/ Mentoring/ Road Show/ Exhibition/ Fun Activity/ Games/ Cultural Activity/ Disaster Management/ Environmental Awareness/ Others)	**Prayaas 2nd Staff Development Program on basic Computer Skills**
4	Program Level (National/ International/ Departmental/ Institutional/ District/ State)	**Institutional**
5	Program Category (Institute Lead Activity/ Student Lead Activity)	**Institute Lead Category**
6	Event Organized for? (Faculty/ Staff/ Students/ Industry Persons/ External Participants/ Open for All)	**Faculty and Staff**
7	Program Starting Date (dd/mm/yyyy)	**May 27, 2024**
8	Program Ending Date (dd/mm/yyyy)	**May 28, 2024**
9	Program Duration (in hours)	**6 Hours**
10	Event Organized by (Name of Department/ Centre/ Club/ Society/ Group)	**Hostel Team**
11	Name and Contact details of Coordinator(s)	**Dr. Nabyendu Das- "chief-warden (Hostels)" chief-warden@lnmiit.ac.in** **Dr. Kanjalochan Jena- Associate Chief Warden assoc.cw@lnmiit.ac.in** **Dr. Sandeep Saini- Associate Dean of Academic Affairs <assoc-dean.academics@lnmiit.ac.in>**
12	Details of External Partner(s) or Sponsoring Body/ Organization, if any?	**No**
13	Mode of Conduction (Online/ Offline/ Hybrid)	**Offline**
14	Venue of the Event	**Computer Lab 1**
15	Details of Participants (Please attach hard copy of the list of participants)	

No. of Internal Students	
No. of Internal Faculty	1
No. of Internal Staff	47
No. of External Students	
No. of External Faculty	
No. of External Staff	
No. of Industry Persons	
No. of International Participants	

Lecture

19/6/24

		Total Participants	48

16	Details of Invited Speakers/ Experts/ Industry Persons/ Guests (Name, Designation, Organization/ Industry Name)	**Dr. Sandeep Saini, Department of Electronics and Communication**
17	Funding details	Expenses from the Institute Fund: **Rs.10352/-** Grant received from Sponsoring or Partnering Body/ Organization: Grant received from Govt. Bodies: **Total Expenditure: Rs.10352/-**
18	Details of the Winners along with Prize details? If any.	**Certificates to all participants**
19	Brief note about the event	**2 days staff development Program was organized to upgrade the computer skills of staff and Faculty members.**
20	Program Outcome? If any	**Participants learns about easy ways of use of present computer application**
21	Google Drive Link of Geotagged and Simple Photographs (Please upload photographs on your google drive and share the link here with editing rights)	

Supporting Documents to be attached with the report:

1. Copy of participation certificates if issued to the participants
2. Copy of Poster/ Flier/ Brochure of the activity
3. Copy of the email/notice circulated
4. List of the participants (Faculty/ Staff/ Students/ External Participants etc.)
5. List of the Winners, if any
6. Copy of Agreement/ MoU in case of collaborative activity
7. At least 5 Geotagged Photographs
8. At least 5 Simple Photographs

Important Notes:

1. Soft copy along with all the applicable documents must be sent to events@lnmiit.ac.in
2. Signed Hard copy along with all the applicable documents must be submitted in IDAAR Cell.

Date of report submission:

K. Jena. 19/6/24

Name and Signature of the Coordinator(s)

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The LNM Institute of Information Technology

prayaas

2nd Staff Development Program on Basic Computer Skills

Instructor : Dr. Sandeep Saini

Topics : Excel, Word, Gmail, Google Suite, and Cyber Ethics

May 27-28, 2024 | 10.00 AM - 01.00 PM
Venue: CP Lab - 1

Register by
May 25, 2024

For more details contact:

cwoffice@lnmiit.ac.in

PRAYAAS

Organizing by The LNMIIT, Jaipur

2nd Staff Development Program

May 27 & 28, 2024

S.No	Name	Department	May 27, 2024	May 28, 2024
1	Mukesh Kumar Bhardwaj	Administration		
2	Jitender Singh	Purchase & Estate		
3	Indraraj Sharma	Purchase		
4	Deendayal Sain	Estate Management		
5	Rahul Sharma	Hostel		
6	Dharm Pal Yadav	ECE		
7	Ramavatar sisodiya	library		
8	Amit Neogi	Physics		
9	Manju Kanwar	Girl hostel caretaker		
10	Lakshman Singh Dhaked	CSE		
11	Shivam Maheshwari	CSE		
12	Vinod Kumar	ECE		
13	Virendra Kumar Mudgal	Administration		
14	Kamta Sharma	Electronics & Communication Engineering		
15	Laxmi Narayan Sharma	Physics		
16	Sakshi Sharma	administration (hostel)		
17	Raghuveer Prasad Meena	Accounts		
18	Vandana Khandelwal	CSE		
19	Harshal sharma	Physics		
20	Prahlad Sharma	Hostel		
21	Abhishek Sharma	Hostel		
22	Pankesh Sharma	Girls hostel		
23	Neha Saini	Central Library		
24	Sourabh sameria	Hostel		
25	Om prakash singh sisodiya	Hostel staff		

PRAYAAS

Organizing by The LNMIIT, Jaipur

2nd Staff Development Program

May 27 & 28, 2024

S.No	Name	Department	May 27, 2024	May 28, 2024
26	Suresh Chand Dhanka	HOSTEL		
27	Madhu yadav	Administration		
28	Ram Kumar Singh	Hostel		
29	Pavan Kumar Sharma	ECE		
30	Kajor Meena	Hostel		
31	Namo Narayan Meena	Hostel		
32	Govind chandwani	Purchase		
33	Praveen Kumar Jha	Hostel		
34	Manoj Singh	Purchase		
35	Manoj Kumar pancholi	Hostel		
36	Madhu Sudan Sharma	HOSTEL		
37	Kamlesh Kumar Meena	Hostel		
38	Soellyna Menak Silaban			
39	NIKHIL SHARMA	Examinations		
40	AJAY NARESH	ECE		
41	SHRAWAN KUMAR	Estt. Mgmt. Cell		
42	DINESH KR. SHARMA	CSE		
43	LAKHAN LAL	Registrar Office		
44	Shivangee Singh	CSE		
45	Krishn Kant Chawla	E&E		
46	Rajeev Saxena	Academic Section		
47	Lal Chand	Academic Section		
48	Arvind Gaur	Academic Section		
49	~~Dinesh Kr. Sharma~~	~~ECE~~		
50				

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The LNM Institute of Information Technology

Chief Warden Office <cwoffice@lnmiit.ac.in>

2 Days Staff Development Program On May 27&28, 2024

Chief Warden Office <cwoffice@lnmiit.ac.in> Fri, May 24, 2024 at 2:06 PM
To: Dean Office <deanoffice@lnmiit.ac.in>
Cc: "chief-warden (Hostels)" <chief-warden@lnmiit.ac.in>, Associate Chief Warden <assoc.cw@lnmiit.ac.in>, "Dr. Sandeep Saini" <sandeep.saini@lnmiit.ac.in>, Chief Warden Office <cwoffice@lnmiit.ac.in>

Respected All,

Greetings from the Hostel Team!

As informed previously the Hostel Team is going to organize a Staff Development Program on Computer Skills on May 27 & 28, 2024. Please find the details attached and feel free to reach out to @**Chief Warden Office <cwoffice@lnmiit.ac.in>** for further queries. Please participate this program actively.

Those interested are requested to fill out this Google form for registration by Tomorrow at 5 PM. It will help us to arrange refreshments and certificates of participation for you.

Thanks and regards

Chief Warden Office
The LNM Institute of Information Technology, Jaipur
Room No. 007 (Prefab Building)
The LNM Institute of Information Technology, Jaipur
Rupa Ki Nangal, Post-Sumel, Via-Jamdoli
Jaipur-302031, RAJASTHAN (INDIA)
Phone: 7891263584
Website: www.lnmiit.ac.in
e-mail: vishnukumar.jabdoliya@lnmiit.ac.in, cwoffice@lnmiit.ac.in>
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Program Details.jpeg
294K

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The LNM Institute of Information Technology

Chief Warden Office <cwoffice@lnmiit.ac.in>

Staff Development Program May 27&28,2024

2 messages

Chief Warden Office <cwoffice@lnmiit.ac.in> Thu, May 23, 2024 at 11:32 AM
To: Dean Office <deanoffice@lnmiit.ac.in>
Cc: "chief-warden (Hostels)" <chief-warden@lnmiit.ac.in>, Associate Chief Warden <assoc.cw@lnmiit.ac.in>, "Dr. Sandeep Saini" <sandeep.saini@lnmiit.ac.in>, "Dr. Poonam Gera" <poonamgera@lnmiit.ac.in>, "Mr. Shivam Maheshwari" <smaheshwari@lnmiit.ac.in>

Respected All,

Greetings from the Hostel Team!

This is to inform you that the Hostel Team will conduct a Staff Development Program on Computer Skills on May 27&28, 2024. You are kindly requested to attend the program. The Staff Development Program will be conducted in CP Lab-1. We will share more details soon.

Thanks and Regards,

Vishnu Kumar

Chief Warden Office
The LNM Institute of Information Technology, Jaipur
Room No. 007 (Prefab Building)
The LNM Institute of Information Technology, Jaipur
Rupa Ki Nangal, Post-Sumel, Via-Jamdoli
Jaipur-302031, RAJASTHAN (INDIA)
Phone: 7891263584
Website: www.lnmiit.ac.in
e-mail: vishnukumar.jabdoliya@lnmiit.ac.in, cwoffice@lnmiit.ac.in>

Dean Office <deanoffice@lnmiit.ac.in> Thu, May 23, 2024 at 11:39 AM
To: LNMIIT_Faculty <faculty@lnmiit.ac.in>, Visiting Faculty <visitingfaculty@lnmiit.ac.in>, LNMIIT_Staff <staff@lnmiit.ac.in>
Cc: Chief Warden Office <cwoffice@lnmiit.ac.in>

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The LNM Institute of
Information Technology

The 2nd Staff Development Program
on Basic Computer Skills

May 27-28, 2024

Certificate of Participation

This certificate is presented to

For his/her active participation in the program
for giving efforts, and for sharing ideas and knowledge

Dr. Kanjalochan Jena
Associate Chief Warden

Dr. Nabyendu Das
Chief Warden

Dr. Sandeep Saini
Dean of Academic Affairs

WWPF+FM2, Sumel,
Beermalpura at Mukandpura,
Rajasthan 302027, India
28 May 2024 12:05 pm

haze
43.0 °C

Lecture Hall 8
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Beermalpura at Mukandpura,
Rajasthan 302027, India
28 May 2024 01:15 pm
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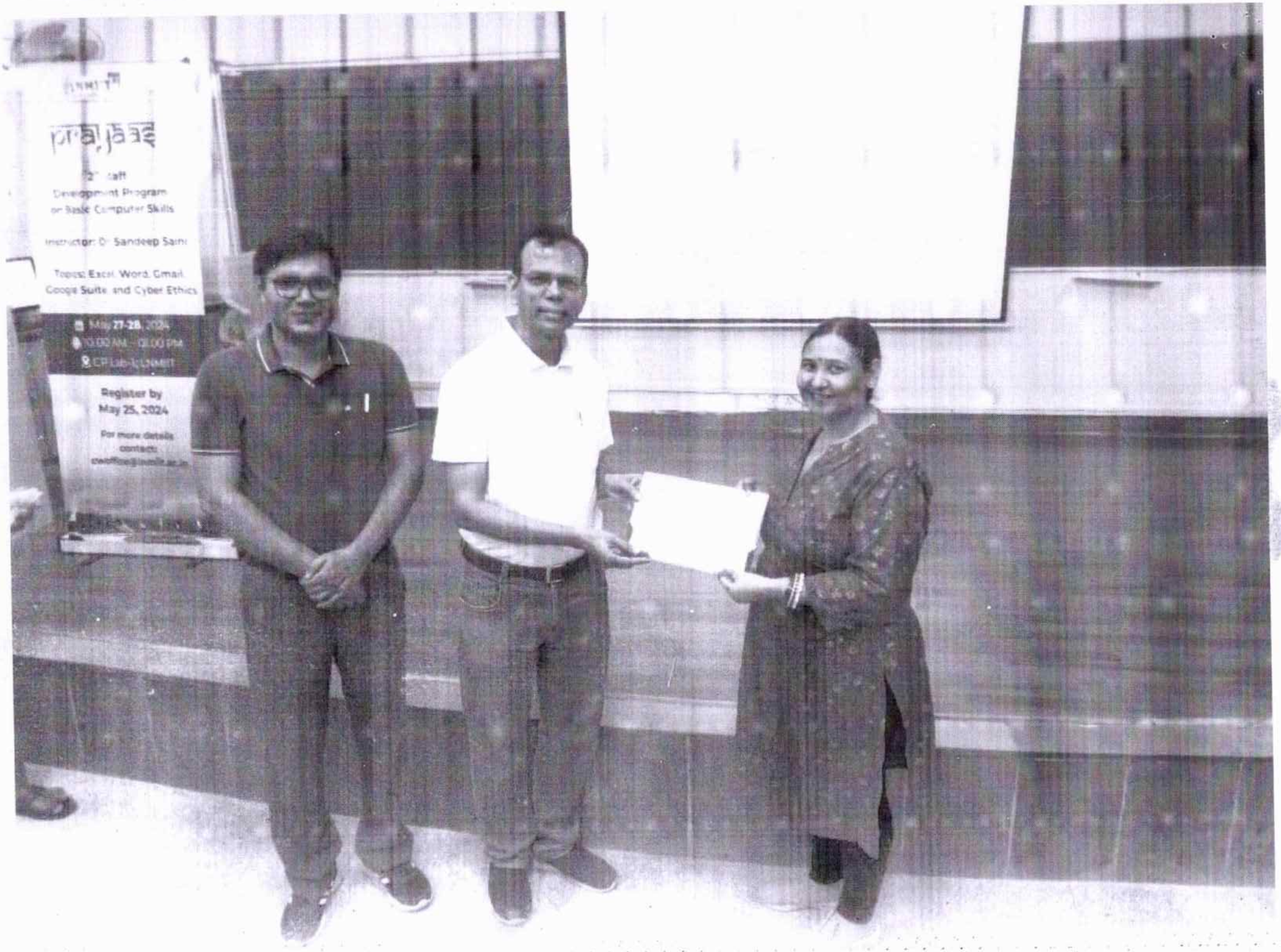
Development Program
on Basic Computer Skills
Instructor: Dr Sandeep Saini
Topics: Excel, Word, Gmail,
Google Suite and Cyber Ethics
Register by
May 25, 2024
For more details
contact:

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Rajasthan 302027, India
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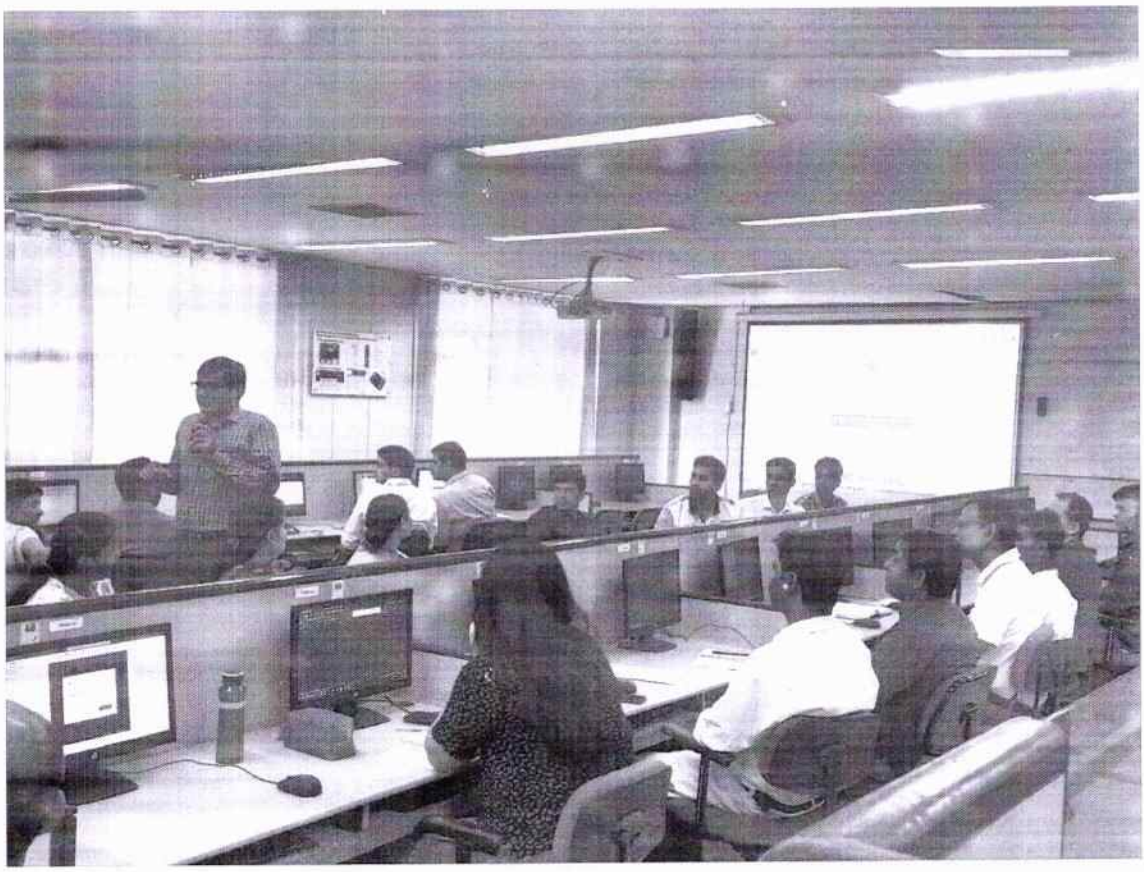

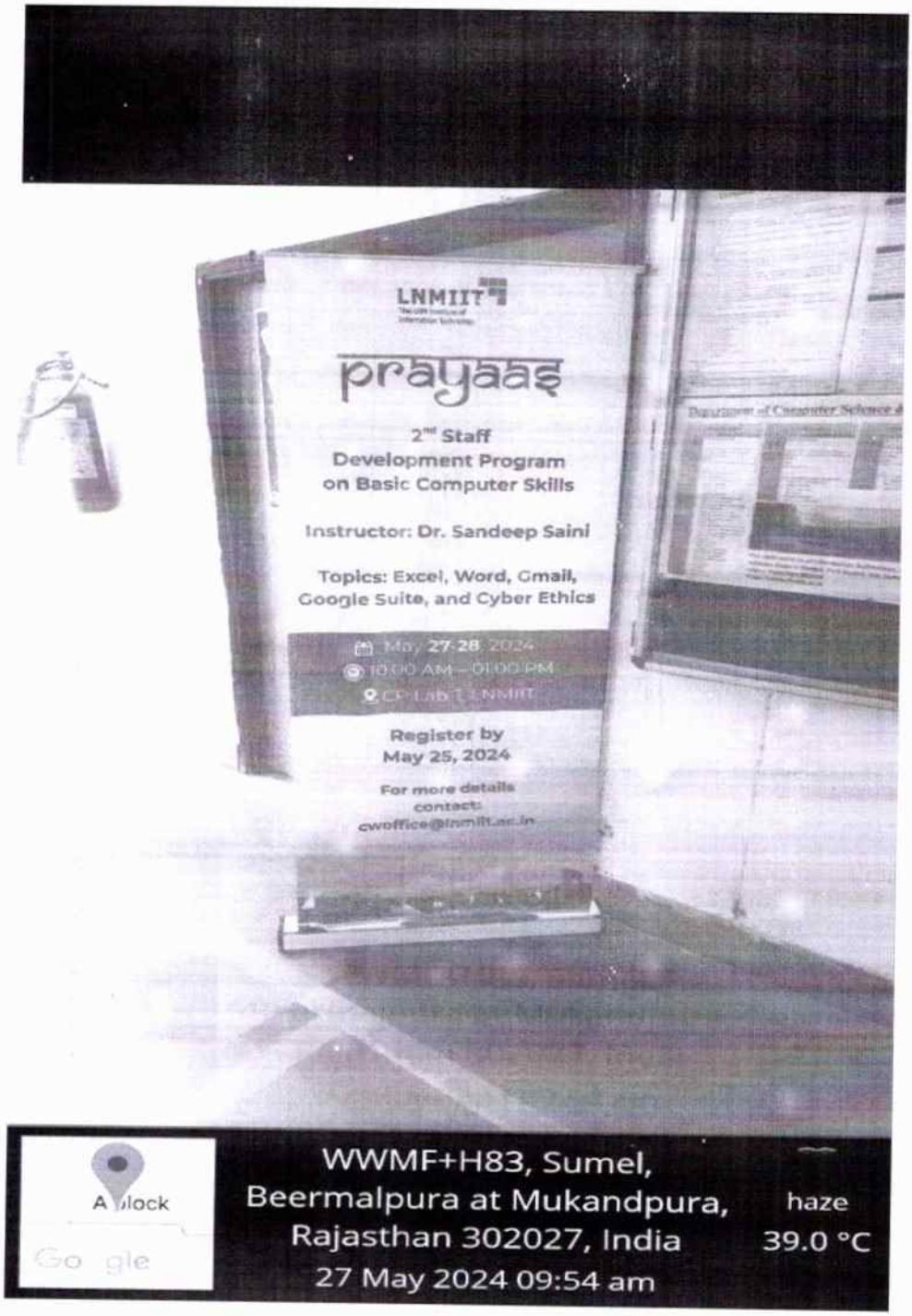
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2nd Staff
Development Program
on Basic Computer Skills
Instructor: Dr. Sandeep Saini
Topics: Excel, Word, Gmail,
Google Suite, and Cyber Ethics
May 27-28, 2024
10:00 AM – 01:00 PM
CP Lab | LNMIIT
Register by
May 25, 2024
For more details
contact:
cwoffice@lnmiit.ac.in
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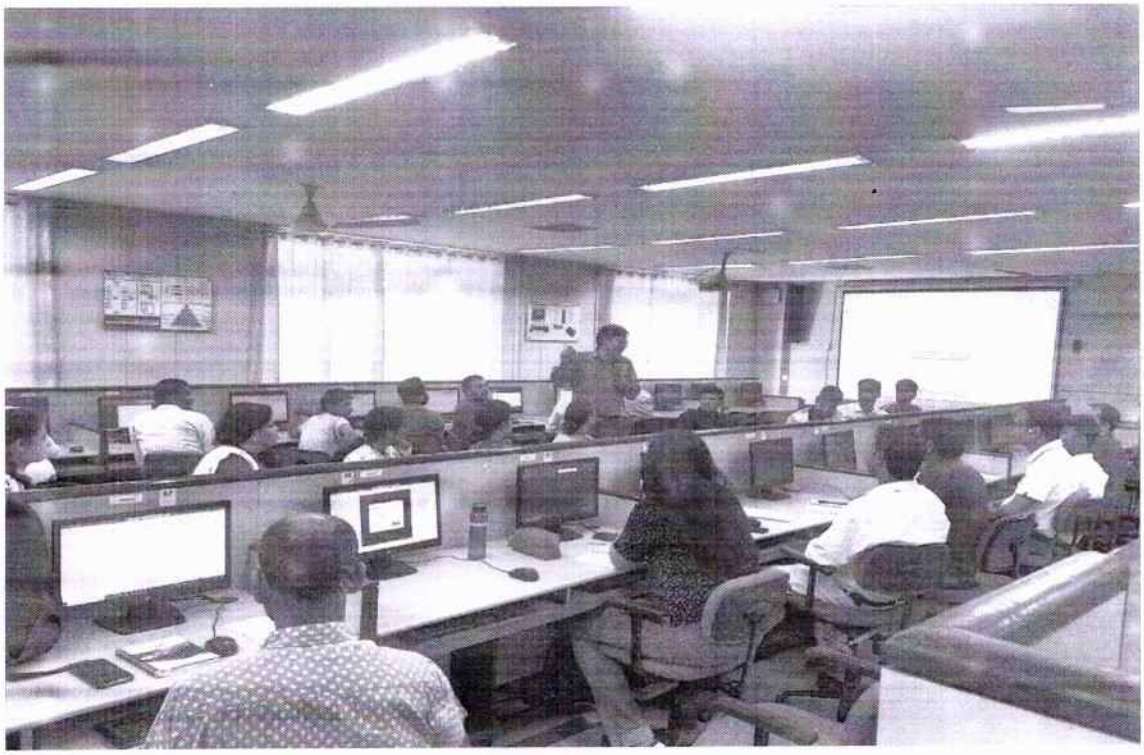

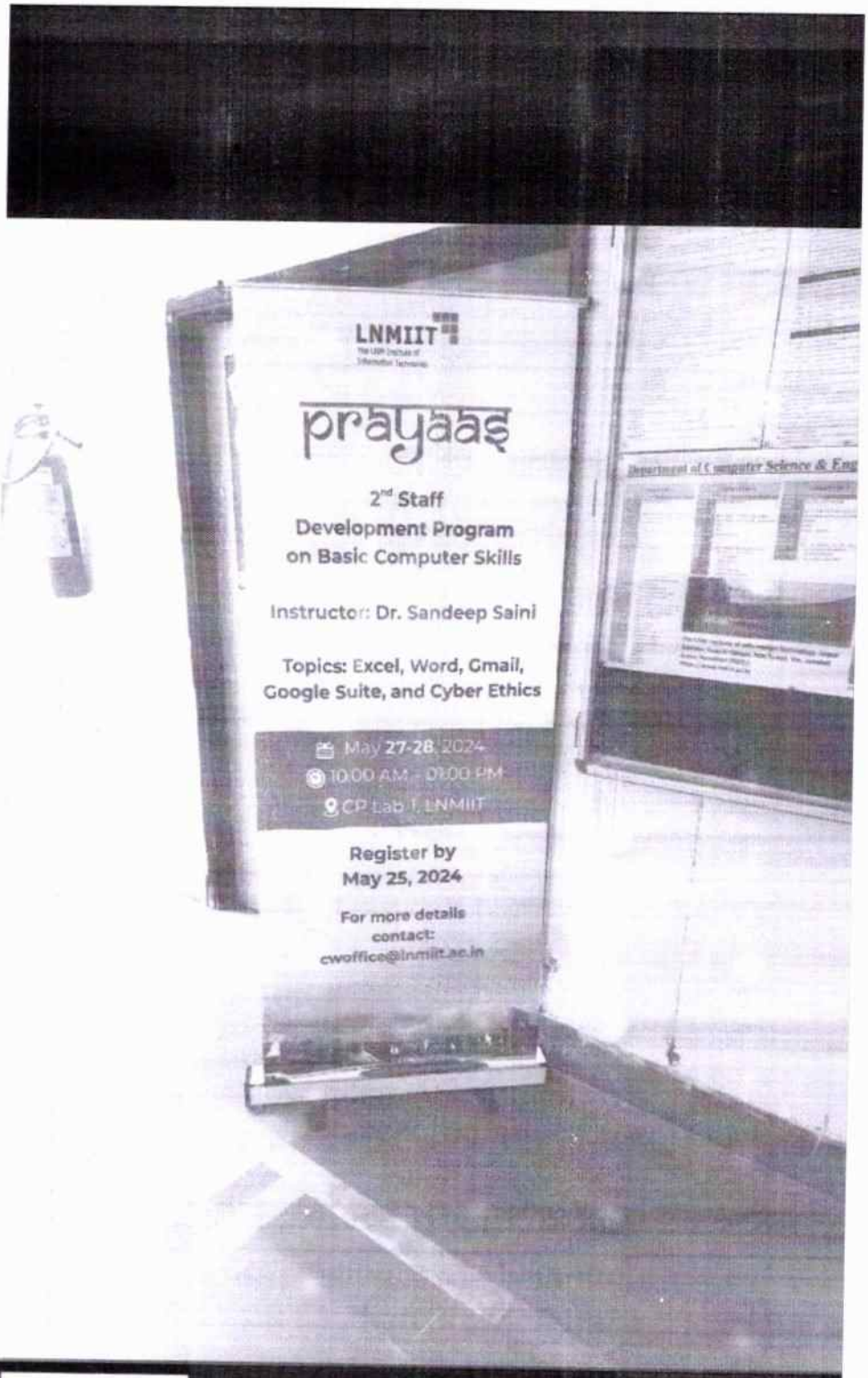
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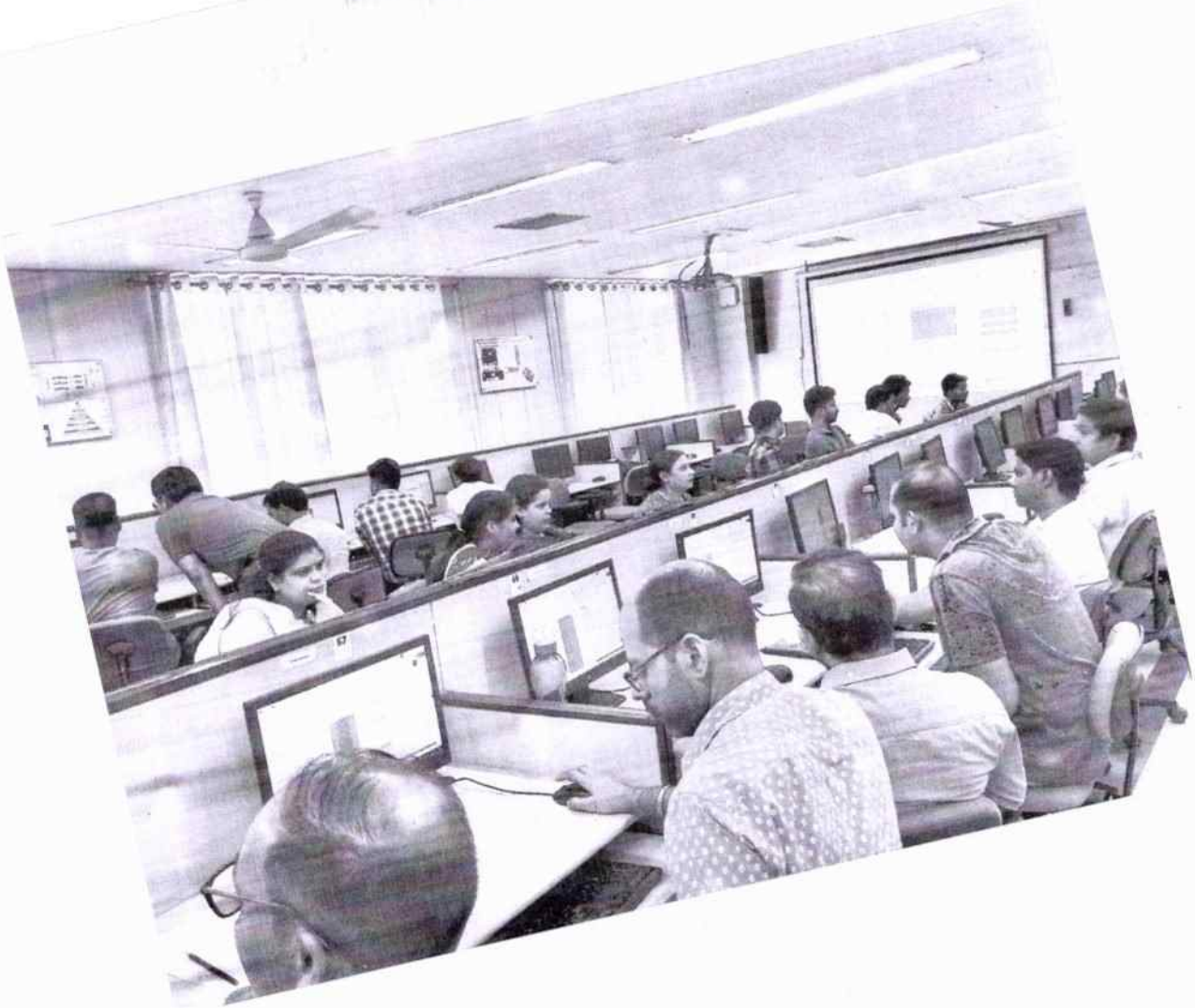

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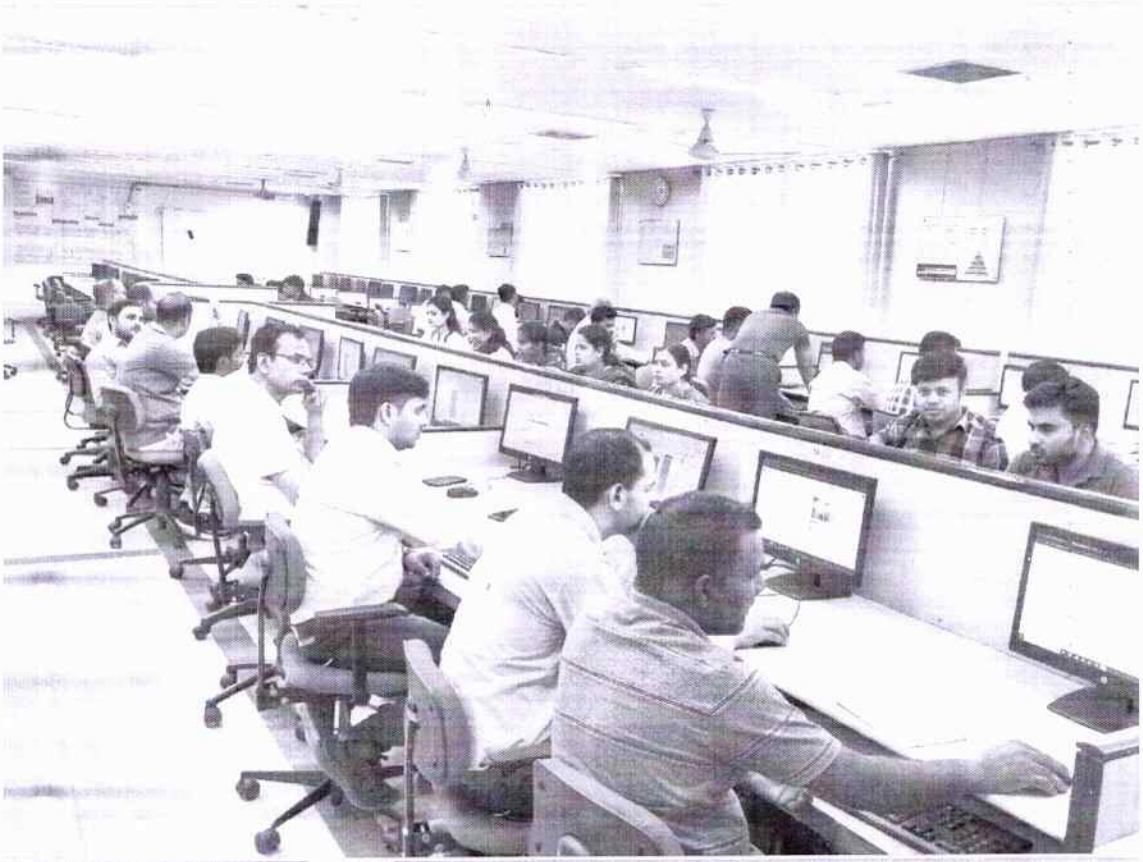

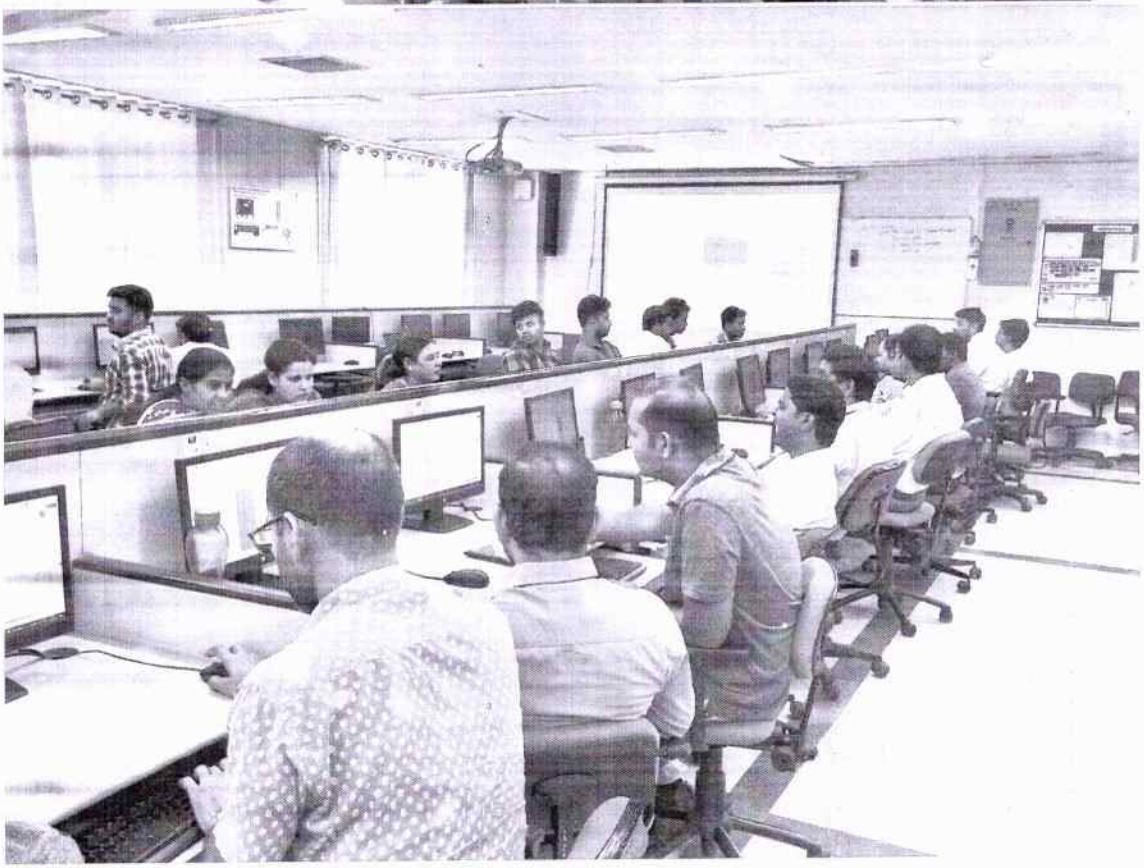

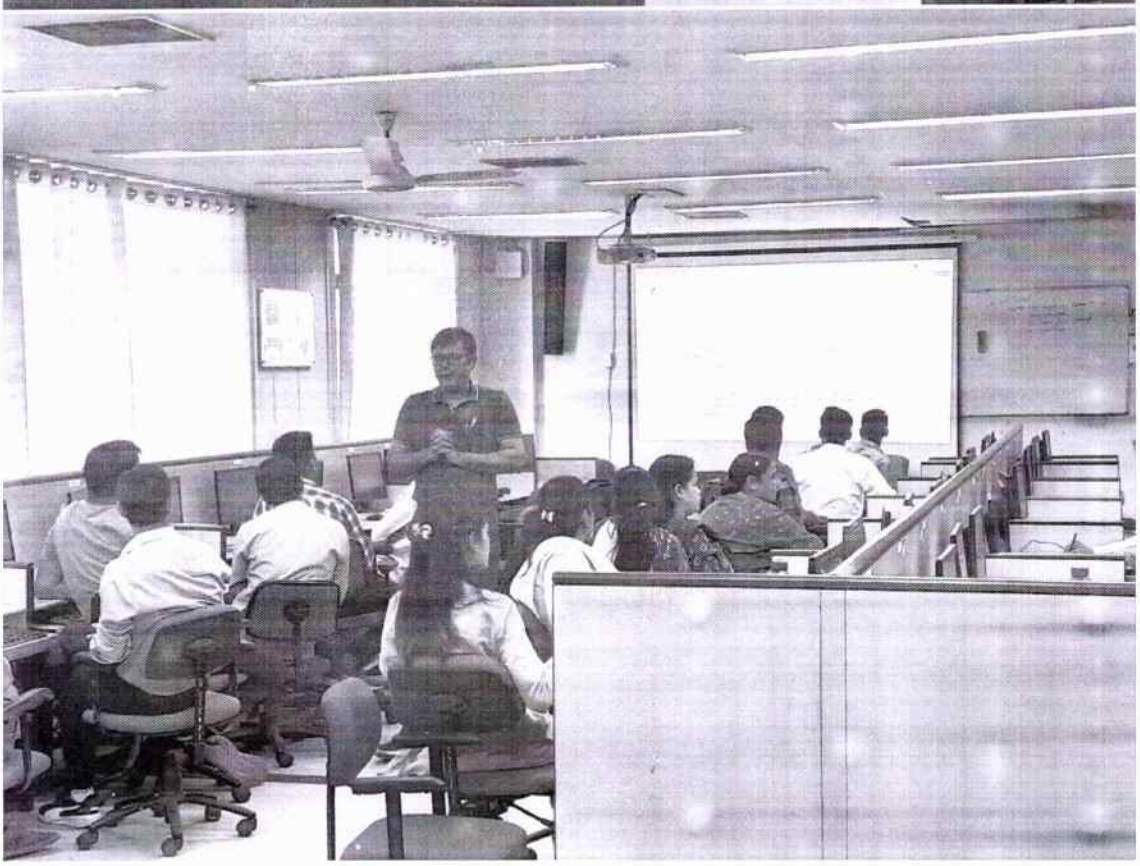

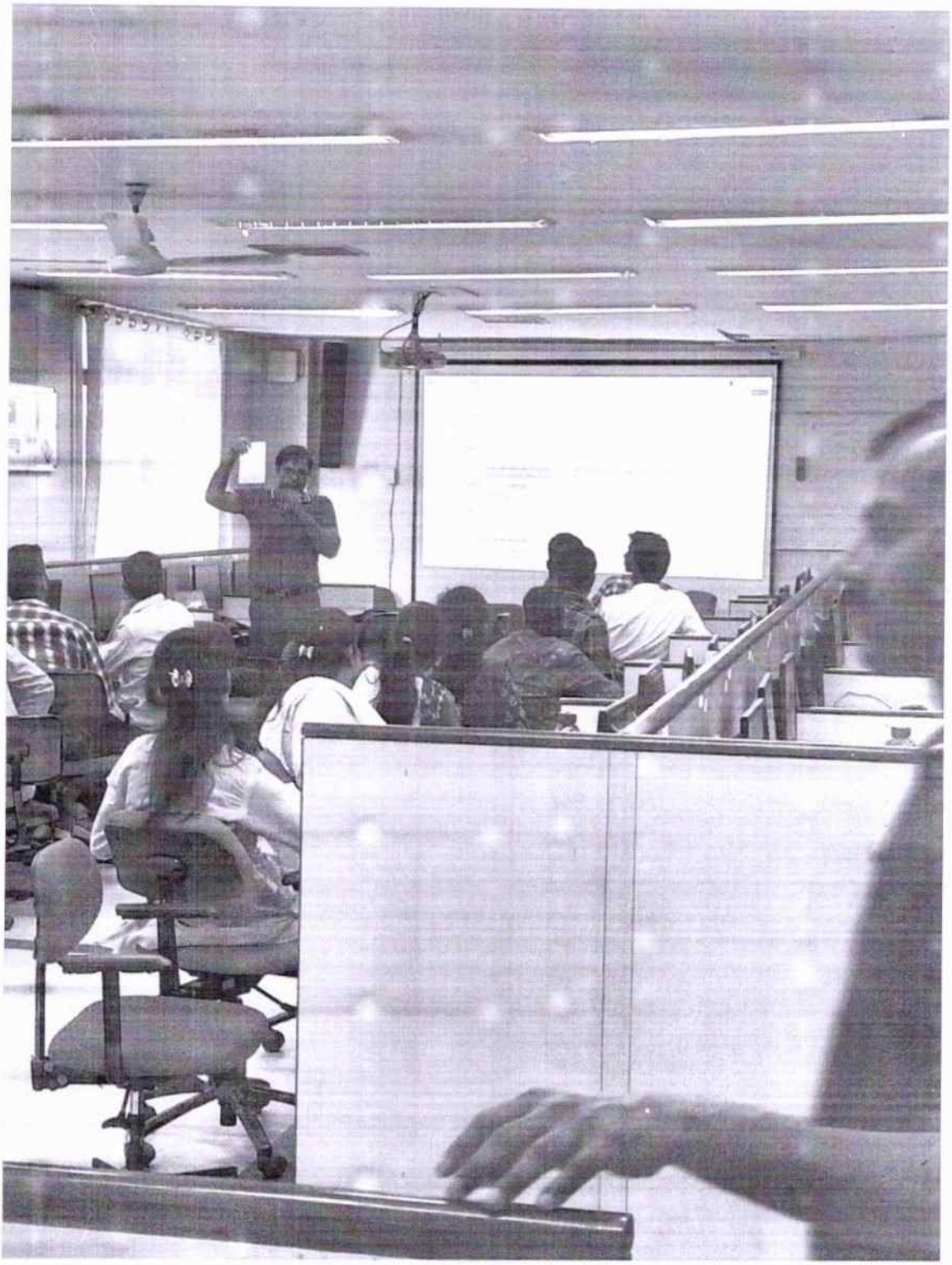

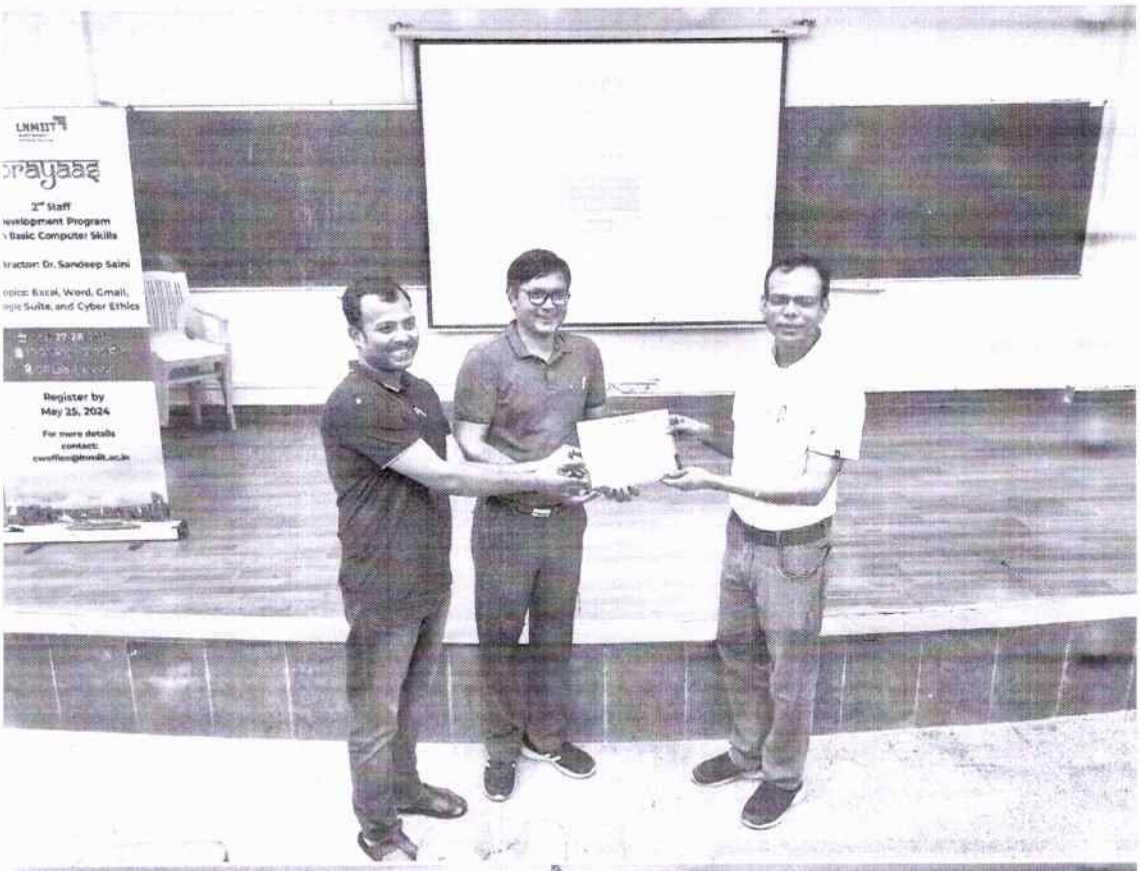
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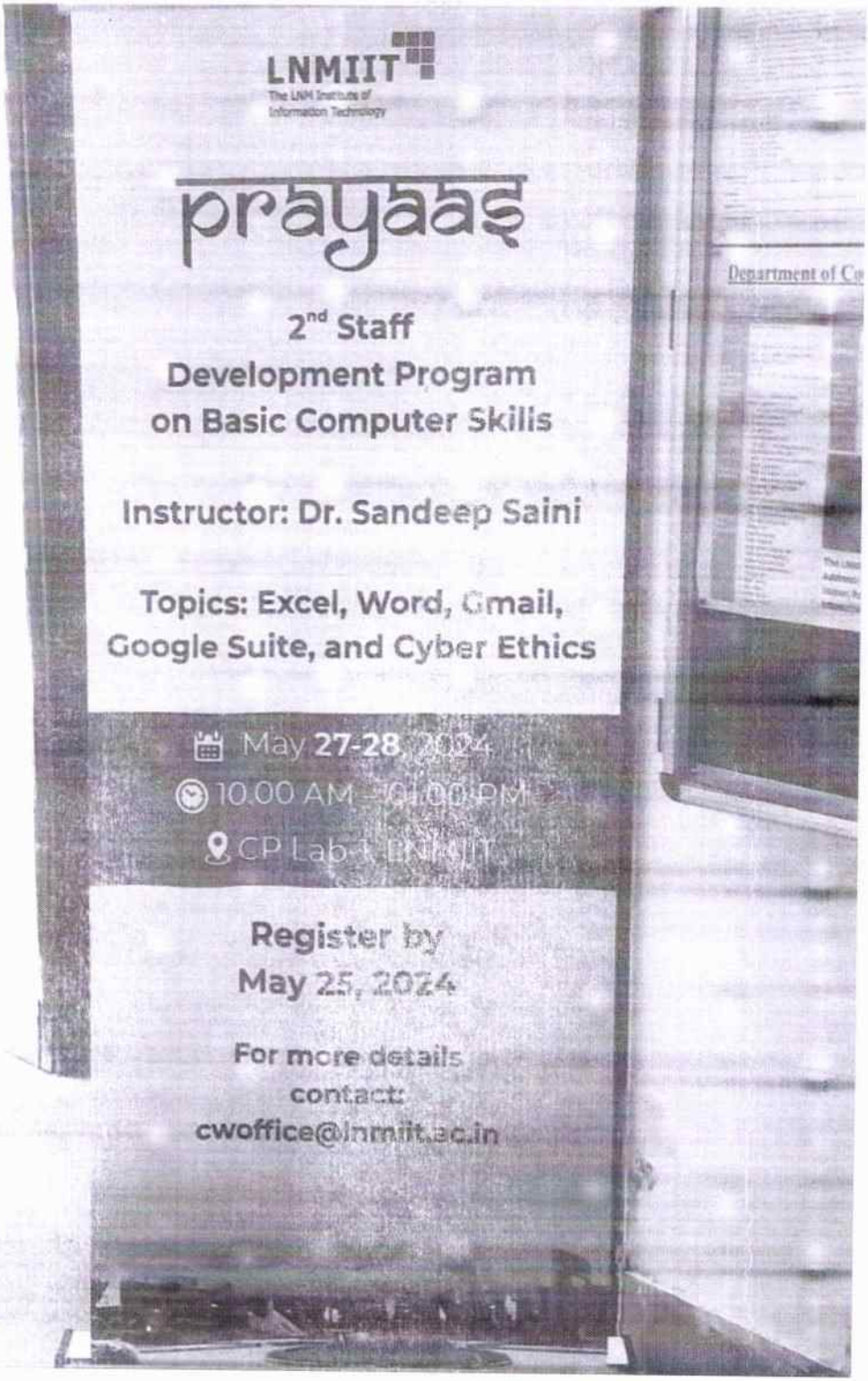
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