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## Centre of Academic Leadership and Education Management

Under the Scheme of  
 Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (PMMMNTT)  
 MHRD (Govt. of India)

### Time Table Short Term Course on **Computer Applications** (18 - 24 January 2016)

Course Director : **Professor A.R. Kidwai**, Director, UGC HRDC, AMU  
 Course Assistant Director : **Dr. Faiza Abbasi**, Assistant Professor, UGC HRDC, AMU  
 Venue : **Hasanath College for Women, Bangalore (Karnataka)**

Day No.	Date	Session I (9:00 – 10:30 a.m.)	Session II (10:45 – 12:15 p.m.)	Session III (12:30 – 2:00 p.m.) On Friday the 3 <sup>rd</sup> Session will be held from 3.00 – 4.30 p.m.
1.	18.01.2016 Monday	<b>Usage of Internet &amp; E-mail for teaching &amp; Learning</b> By (Mr. Syed U. Ahmed) Technical Consultant. Computer Centre, AMU	<b>Overview of NMEICT Project</b> By (Mr. Syed U. Ahmed) Technical Consultant. Computer Centre, AMU	<b>Creating Google Groups and Wikis</b> By (Mr. Syed U. Ahmed) Technical Consultant. Computer Centre, AMU
2.	19.01.2016 Tuesday	<b>Using Learning Management System in Education (Moodle)</b> By (Mr. Syed U. Ahmed) Technical Consultant. Computer Centre, AMU	<b>Usage of Professional Networking Sites</b> By (Mr. Syed U. Ahmed) Technical Consultant. Computer Centre, AMU	<b>Google Drive usage for Word, Excel and PowerPoint Processing</b> By (Mr. Syed U. Ahmed) Technical Consultant. Computer Centre, AMU
3.	20.01.2016 Wednesday	<b>Applications of Computers for Teaching &amp; Learning-I</b> By (Prof. M. M. Sufiyan Beg) Principal, Z. H. C. E. T, AMU	<b>Applications of Computers for Teaching &amp; Learning-II</b> By (Prof. M. M. Sufiyan Beg) Principal, Z. H. C. E. T, AMU	<b>Applications of Computers for Teaching &amp; Learning-III</b> By (Prof. M. M. Sufiyan Beg) Principal, Z. H. C. E. T, AMU
4.	21.01.2016 Thursday	<b>Application of Internet in Research-I</b> By (Prof. M. M. Sufiyan Beg) Principal, Z. H. C. E. T, AMU	<b>Application of Internet in Research-II</b> By (Prof. M. M. Sufiyan Beg) Principal, Z. H. C. E. T, AMU	<b>Application of Internet in Research-III</b> By (Prof. M. M. Sufiyan Beg) Principal, Z. H. C. E. T, AMU
5.	23.01.2016 Saturday	<b>FOSS vs Proprietary Software</b> By (Dr. Parvez M. Khan) Director Computer Centre, AMU	<b>MOOCs (Massive Open Online course)</b> By (Dr. Parvez M. Khan) Director Computer Centre, AMU	<b>Internet and Email Usage for Communicating with Students</b> By (Dr. Parvez M. Khan) Director Computer Centre, AMU

6.	24.01.2016 Sunday	<b>Use of Spread Sheet Application in Education</b> By (Dr. Parvez M. Khan) Director Computer Centre, AMU	Group Discussion & Feedback	<b>Valedictory</b>
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