Department of Computer Science

FDP on Applications of G-SUITE Education

Date: 25ᵗʰ & 26ᵗʰ MAY, 2020

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Description of the Programme:

Since the COVID -19 pandemic has disrupted the normal lifestyle of people across the globe, many institutions and schools have also shifted their base to virtual platforms to conduct classes online. Online education has emerged as an alternative to ordinary face to face classes. The educators adopted teaching online.

FDP on "**Applications of G-SUITE Education**" helped the faculty to learn new online teaching methods. The Day 1 session started with Google Sites. Google Sites helps to create simple web sites. The created site is automatically added to Drive, like other files and stored in Drive. Later, The Resource Person explained practically by creating a site, selecting a template and then naming the site, changing the banner, name, logo (upload photo/picture), etc., and about using the toolbar - add and edit Home & sub pages, Continue to add and edit classroom website, Publishing web site & Sharing with others. The Day-1 session ended with the creation of Google Sites by the faculty.

The Day-2 session started with the topic Google Meet. Google Meet is a video-communication service. This is the best tool for Online Teaching. The Resource Person generated a meeting link and invited the faculty to join the online class. She has explained the usage of Google Calendar. Scheduling a meeting in Google Calendar, joining the students, sending the Meeting link & Schedule to students, Recording & other Options at the time of Meeting. It has additional features like Sharing the screen, adjusting camera and sound settings, and avoiding disturbances by muting the students by clicking on the mic icon on their window. The Day-2 session ended with a vote of thanks.