

Vidya Bharti Shaikshani Mandal Amravati's

# Sant Muktabai Arts and Commerce College, Muktainagar

Dist-Jalgaon (M.S) 425306.

NAAC Re-Accredited 'B'

College Code No. 180035 ( Affiliated to K. B. C. N. M. University, Jalgaon)

Phone No. (02583) Office- 234322 Res- Mob 9423185002

Founder President	President	Secretary	Principal
Dr. Devising Shekhawat	Shri. RaosahebShekhawa	Shri.BhawarsinghShekhawat	Dr.R.H.Gupta

## FACULTY EMPOWERMENT CELL

Report on Professional Development / Administrative Training Program  
organized By the Institution during the last five years

In the year 2014-15 fourth such programs were organized by the institution namely:

Training programmes for Teaching & Non Teaching Staff 2014-15

2014-15	1	One Day Training Programme of use of MS-WORD	Training of MS-WORD	19-07-2014 2 pm To 5 pm
	2	One Day Training Programme of use of Excle	Training of Excle	25-11-2014 2 pm To 5 pm
	3	One Day Workshop on use of Power point	Workshop on Power Point	30-01-2015 2 pm To 5 pm
	4	One Day Training Programme of create Email-ID	Training programme on Email-ID	02-03-2015 2 pm To 5 pm



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## FACULTY EMPOWERMENT CELL

Report on Professional Development / Administrative Training Program  
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In the year 2015-16 fourth such programs were organized by the institution namely:

## FACULTY EMPOWERMENT CELL

Training programmes for Teaching & Non Teaching Staff 2015-16

Training programmes for Teaching & Non Teaching Staff 2015-16				
2015-16	1	One Day Training Programme of create Email-ID	Training programme on Email-ID	07-09-2015 1 pm To 4 pm
	2	One Day Training Programme of use of Excle	Training of Excle	23-12-2015 1 pm To 3.30 pm
	3	One Day Training Programme of use of MS-WORD	Training of MS-WORD	29-01-2016 1 pm To 3 pm
	4	One Day Workshop on use of Power point	Training on Power Point	04-03-2016 3 pm To 5 pm

  


  
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### FACULTY EMPOWERMENT CELL

Report on Professional Development / Administrative Training Program  
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In the year 2016-17 fourth such programs were organized by the institution namely:

### FACULTY EMPOWERMENT CELL

Training programmes for Teaching & Non Teaching Staff 2016-17

Training programmes for Teaching & Non Teaching Staff 2016-17			
2016-17	1	One Day Training Programme of use of Excle	Training of Excle 04-08-2016 2 pm To 5 pm
	2	One Day Training Programme of create Email-ID	Training programme on Email-ID 14-10-2016 2 pm To 5 pm
	3	One Day Training Programme of use of MS-WORD	Training of MS-WORD 12-12-2016 2 pm To 5 pm
	4	One Day Workshop on use of Power point	Training on Power Point 25-02-2017 1 pm To 4 pm



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### FACULTY EMPOWERMENT CELL

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In the year 2017-18 fourth such programs were organized by the institution namely:

Training programmes for Teaching & Non Teaching Staff 2017-18				
2017-18	1	Training programme of cloud base Software CMS Software	Software CMS	14-07-2017 1 pm To 4 pm
	2	One Day Workshop on use of Power point	Training on Power Point	25-11-2017 3 pm To 4 pm
	3	One Day Training Programme of use of MS-WORD	Training of MS-WORD	04-01-2018 2.30 pm To 5 pm
	4	One Day Training Programme of use of Excle	Training of Excle	01-03-2018 2.30 pm To 5 pm



*Dr. I. D. Patil*  
Principal  
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In the year 2018-19 fourth such programs were organized by the institution namely:

Training programmes for Teaching & Non Teaching Staff 2018-19				
2018-19	1	Training programme of office management Techniques	Office management Techniques	11-07-2018 3.30 pm To 5 pm
	2	Training programme of Tally Accounting Package	Tally Accounting Package	08-01-2019 2.30 pm To 5 pm
	3	Training programme of Interpersonal Skill	Interpersonal Skill	01-10-2019 2.30 pm To 5 pm
	4	Training programme on Office Automation (paperless office)	Office Automation	28-02-2019 2.30 pm To 5 pm



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