2.4.4 List of program details organized by the Medical Education Unit for training the faculty in e-content development and delivery by trained experts

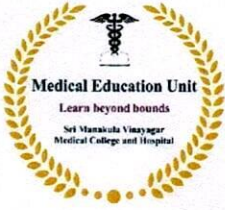| S.No	Name of the Program	Date of the Program
1	E-content and E-course development	21.12.2022
2	Digital Tools in Medical Education	09.03.22 to 11.03.22
3	Workshop on Learning Management System	18.01.22 to 21.01.22
4	E-content and E-course development	25.10.21 to 26.10.21
5	How to open a YouTube channel	18.06.21
6	Sensitization session on Great Learning App	04.05.21 to 06.05.21
7	Workshop on Learning Management System	15.02.2021
8	Sensitization to G Suite/Google Classroom	04.05.20 to 07.05.20
9	Sensitization to G Suite/Google Classroom	12.05.20 to 16.05.20

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10	Lecture cum Demonstration on "How to use Learning Management System and Smart Board"	20.03.2020
11	Workshop on "E-learning tools in Educational Research"	08.02.2020
12	Workshop on E-learning	18.09.2019
13	Workshop on Learning Management System	13.03.2019
14	Workshop on Collaborative tools for online learning	30.10.2018
15	Workshop on E-content development	26.11.2017

Academic Year	Number of faculty trained in e-content development and delivery
2017-2018	26
2018-2019	139
2019-2020	136
20220-2021	135
2021-2022	143

Sri MANAKULA VINAYAGAR
Medical college and Hospital

Medical Education Unit

No:SMVMCH/MEU/ 18 /2022

Date: 13.02.2022

Circular

The Medical Education Unit is pleased to announce the conduct of workshop on "Digital Tools in Medical Education" for the faculty of SMVMCH. It will be a one-day workshop, in which intensive hands-on training will be given for the digital tools that can be used for creating interactive e-content in teaching, learning & assessment.

Topic: Digital Tools in Medical Education

Nature of the Program: Workshop with intensive hands-on training

Date: 09.03.2022 to 11.03.2022

Venue: Digital Lab

Number of Participants: 35 per day

The program schedule is attached with this circular for your reference.

Coordinator, MEU

Copy to
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The Dean Academic
The Dean Research
The Medical Superintendent
All HODs
File

Dr. KAGNE. R.N
DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
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1

Program Schedule

S.No	Session	Resource Faculty	Time
1	Overview of the Program - Role of Digital tools in Teaching, Learning and Assessment	Dr.K.Soundariya, Professor in Physiology	8.45 – 09.15 AM
2	Utilization of LMS for uploading E – Contents	Dr.N.Suresh Associate Professor Anatomy	9.15 – 9.45 AM
3	Hands on training on "Wordwall.net"	Dr.R.Udhayasankar Assistant Professor Microbiology	9.45 – 10.15 AM
	Tea Break **10.15 – 10.30 AM**		
4	Hands on training on **"Creating Animations"**	Dr.V.Deepika, Associate Professor, Department of Physiology	10.30 – 11.00 AM
5	Hands on training on "Creating **Interactive PowerPoint Presentation**" –	Dr.R.Udhayasankar, Associate Professor, Department of Microbiology	11.00 – 11.30 AM
6	Essentials of E-Course development	Dr.V.Deepika, Associate Professor, Department of Physiology	11.30 – 12.30 PM
7	Feedback & Closure	All Faculty	12.30 – 01.00 PM

Coordinator, MEU

Dr. KAGNE. R.N
DEAN
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Medical college and Hospital
Medical Education Unit

No:SMVMCH/MEU/45/2021　　　　　　　　Date: 30.09.2021

Circular

The Medical Education Unit is pleased to announce the conduct of workshop on "E-content and E-course Development" for the faculty of SMVMCH. It will be a 2-day workshop, in which intensive hands-on training will be given for the different ICT tools that can be used for creating interactive e-contentin teaching, learning & assessment. The program also includes sessions on Instructional design models that aid in E-course development.

Topic: E-Content & E-Course Development
Nature of the Program: Workshop with intensive hands-on training
Date: 25.10.2021 & 26.10.2021
Venue: Digital Lab
Number of Participants: 20
TNMC Credit hours: To be applied
Registration Details:
Free registration
Only 20 seats available (First-cum first serve basis)
Kindly register with Dr.N.Suresh, Coordinator, ICT team (Ph no: 9944401347) to book your slot.
E- Certificates will be provided

Kindly find attached the schedule of the 2-day workshop for your reference.

Coordinator, MEU　　　　　　　　　　　**Chairperson, MEU**

Dr. KAGNE R.N
DEAN
SRI MANAKULA VINAYAGAR
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Medical Superintendent
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Program Schedule

Day 1

S.No	Session	Resource Faculty	Time
1	Overview of the Program - Role of ICT tools in Teaching, Learning and Assessment - Ground rules	Dr.G.Kalaiselvan, Dean Research Dr.K.Soundariya, Professor in Physiology Dr.G.Ramya, Associate Professor, Department of Pathology	09.00 – 09.30 AM
2	Multimedia Principles	Dr.N.Suresh, Associate Professor, Department of Anatomy	09.30 – 10.00 AM
3	Exploring Free software tools and Copyright free images	Dr.S.Mangani Managalavalli, Assistant Professor, Department of Physiology	10.00 – 10.30 AM
4	Hands on training on "Creating Interactive images using **"Thing link"**	Dr.S.Nitya, Associate Professor, Department of Pharmacology	10.30 – 11.30 AM ✱
5	Hands on training on **"Creating Animations"**	Dr.V.Deepika, Associate Professor, Department of Physiology	11.30 – 12.30 PM
6	Hands on training on "Creating **Interactive PowerPoint Presentation"**	Dr.N.Suresh, Associate Professor, Department of Anatomy	12.30 – 01.30 PM
	Lunch		
7	Hands on training on "Creating **You Tube Channel & Uploading contents"**	Mr.Balakrishna Pai, Assistant Professor, Department of Biochemistry Dr.Probin Joseph, Assistant Professor, Department of Orthopaedics	02.30 – 04.00 PM

* Including Tea Break

2

Day 2

S.No	Session	Resource Faculty	Time
1	Hands on training on "Interactive Small group teaching" with **NearPod**	Mrs.Senthamil Selvi, Assistant Professor, Department of Physiology	09.00 – 10.00 AM
2	Hands on Training on **"Tools for Concept Mapping"**	Dr.R.Udhayasankar, Assistant Professor, Department of Microbiology	10.00 – 11.00 AM*
3	Podcasting & Screen recording - Essentials	Dr.G.Ramya, Associate Professor, Department of Pathology Dr.K.Soundariya, Professor of Physiology, Coordinator – MEU	11.00 – 11.30 AM
4	Hands on training on "Creating Interactive assessment using **Quizziz**"	Dr.R.Udhayasankar, Assistant Professor, Department of Microbiology Dr.Sripal, Assistant Professor, Department of Ophthalmology	11.30 – 12.15PM
5	Instructional Design Models for E-Course Development	Dr.K.Soundariya, Professor of Physiology, Coordinator – MEU	12.15 – 01.00 PM
	Lunch		
6	Hands on **"Developing a Model E-Course Template"**	Dr.V.Deepika, Associate Professor, Department of Physiology Dr.K.Soundariya, Professor of Physiology, Coordinator – MEU	02.00 – 03.30 PM
7	Feedback & Closure		03.30 – 04.00 PM

* Including Tea Break

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SMVMCH - MEU
The Coordinator,Medical Education Unit
Phone: 0413 – 2643000 (Ext-2038),Fax: 0413 – 2643014. Mobile: 9786895193
3
E mail: meu@smvmch.ac.in/ drsoundariya@gmail.com

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Medical Education Unit

No: SMVMCH | MEU | 20 | 2021

Date:14.06.2021

<mark>Circular</mark>

It is proposed to conduct a workshop on "How to open a you tube channel" for the faculty of SMVMCH, by Medical Education Unit on 18.06.21, by Mr.Balakrishna Pai, Assistant Professor, Department of Biochemistry, SMVMCH, at the Digital lab between 1.00 PM to 1.30 PM. Interested faculties may participate and get benefited. The workshop is having limited entries up to 20 only. (First cum first service basis). So you are requested to register your name to Dr. Soundariya (Mobile Number: 9786895193) for confirming your participation.

Dr.K.Soundariya
Coordinator, Medical Education Unit

Deputy Director/ Dean

14|6|21

Dr. KAGNE. R.N
DEAN
SRI MANAKULA VINAYAGAR
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3. The Medical Superintendent
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Medical college and Hospital

Medical Education Unit

Circular

No: SMVMCH/MEU/FDP/2021   Date: 22.04.2021

In view of the COVID Pandemic, to facilitate the smooth conduct of online classes, Great Learning app has been purchased by our Institute. Hence our Medical Education Unit has proposed to conduct a "Sensitization session on Great Learning App" for the faculty of SMVMCH in the month of May 2021 (4th to 6th May 2021) in rotation.
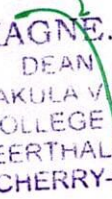
Program Schedule

Program	Time	Faculty
Introduction to Great Learning App	09.30 am - 10.00 am	Mr.Raja Badmanaudaine IT Manager, SMVMCH
Demonstration of key functions in Great Learning App	10.00 am – 10.20 am	Dr.R.Udhayasankar
Tea Break	10.20 – 10.30 am	
Hands on Training on "Scheduling classes and creating Quiz, Assignments in Great Learning App"	10.30 – 11.30 am	All facilitators
Demonstration on online polls & break out rooms in Great Learning App	11.30 am - 12.00 noon	Mrs. K.Senthamil Selvi
Recording of online classes and sharing with the students	12.00 – 12.30 pm	All facilitators
Discussion and feedback	12. 30- 01.00 pm	All facilitators

Coordinator, MEU

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Dr. KAGNE. R.N
DEAN
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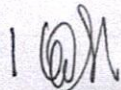KALITHEERTHALKUPPAM,
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Medical college and Hospital

Medical Education Unit

No: SMVMCH/MEU/FDP / 2 /2021

Date: 03.02.2021

CIRCULAR

It is proposed to conduct the **Workshop on 'Learning Management System'** by Medical Education Unit under the observation of IQAC on **5th, February, 2021**. The Head of the Departments are requested to nominate **TWO faculties** from their department to undergo the training. The program scheduled is attached.

Dr.G.Kalaiselvan

Coordinator Medical Education Unit

DIRECTOR / DEAN

3|2|21

Dr. KAGNE. R.N
DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
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PUDUCHERRY-605107.

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The Chairman

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The Medical Superintendent

All HOD's

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SRI MANAKULA VINAYAGAR
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KALITHEERTHALKUPPAM,
MADAGADIPET, PUDUCHERRY-605 107,

The Coordinator, Medical Education Unit

Phone: Ext-2073, Mobile-9843155060

Sri MANAKULA VINAYAGAR
── Medical college and Hospital ──

Medical Education Unit

Workshop on 'Learning Management System'

Date / Time – 5ᵗʰ ~~March,~~ Feb, 2021 / 09.00 am to 01.00 pm

Venue: Digital Lab, Ground Floor, College Block

Objectives:

1. Content management and creating events in Calendar
2. Creation of Question Bank

Program:

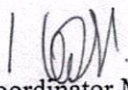| Program	Time	Faculty
Introduction to Learning Management System	09.30 am - 10.00 am	Mr.Raja Badmanaudaine Dr.K.Soundariya Dr.V.Deepika
Demonstration of key functions in Learning Management System		
Demonstration on " Content management and creating events in Calendar"	10.00 am – 10.20 am	Dr.Udhayashankar
Tea Break	10.20 – 10.30 am	
Hands on Training on " Content management and creating events in Calendar"	10.30 – 11.00 am	All facilitators
Demonstration on " Creation of Question Bank"	11.00 am - 11.30 am	Dr.Suresh
Hands on Training on " Creation of Question Bank"	11.30 – 12.30 pm	All facilitators
Discussion and feedback	12. 30-01.00 pm	All facilitators

Instructions to the participants: The participants are requested to bring the following details/ documents
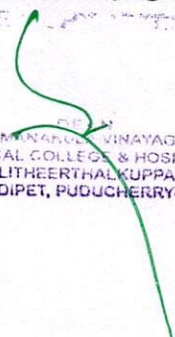- Department login & Password
- Five MCQs with answers (inclusive of feedback to answers) prepared in a word document from their respective discipline
- February monthly schedule
- Any intended announcements to be made
- Any video content developed in the department (optional)

For any clarification please contact:

Dr.Soundariya K, Professor of Physiology

Mobile No: 9786895193 / Email- drsoundariya@gmail.com

Coordinator MEU

DIRECTOR / DEAN

Dr. KAGNE. R.N
DEAN
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Medical Education Unit

No:SMVMCH/MEU/FDP /5 /2020

Date: 28.04.2020

Circular

The MEU of SMVMCH has proposed to conduct the "Sensitization session to G Suite/Google Classroom" for all the faculty of SMVMCH. All the faculty are requested to attend the session.

Name: Sensitization session to G Suite/Google Classroom

Date: 4th May to 7th May 2020 and 13th May to 16th May 2020

Time – 9.30 AM to 1.00 PM

Venue: Digital Lab

Program Schedule

Program	Time	Faculty
Introduction to G Suite	09.30 am - 10.00 am	Mr.Raja Badmanaudaine IT Manager, SMVMCH
Demonstration of key functions in G Suite	10.00 am – 10.20 am	Dr.M.Jayasree
Tea Break	10.20 – 10.30 am	
Hands on Training on "Scheduling classes and creating Assignments Google Classroom"	10.30 – 11.30 am	All facilitators
Demonstration on posting Quizzes in Google forms	11.30 am - 12.00 noon	Dr.G.K.Poomalar
Hand on training on "Creating assessments with Google forms"	12.00 – 12.30 pm	All facilitators
Discussion and feedback	12. 30- 01.00 pm	All facilitators

Coordinator MEU

Copy to:
The Chairman
The Director / The Dean
The Dean (Academic)
The Medical Superintendent
All HOD's to relieve the faculty (participants and resource persons)

Dr. KAGNE. R.N
DEAN
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Medical college and Hospital

Medical Education Unit

Circular

The MEU of SMVMCH has proposed to conduct the "Lecture cum Demonstration on "How to Use Learning Management System and Smart Board" for the faculty of SMVMCH. All Phase I, Phase II and Phase III Part I faculty are requested to attend the session

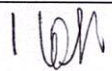**Name:** Lecture cum Demonstration on "How to Use Learning Management System and Smart Board

Date: 20.03.2020

Time – 9.00 AM to 1.00 PM

Venue: Digital Lab

Program Schedule

Program	Time	Faculty
Introduction to Learning Management System	09.30 am - 10.30 am	Raja Badmanaudaine IT Manager
Demonstration of key functions in Learning Management System		
Tea break	10.30 – 10.45 am	
Designing a quiz using LMS: Demonstration	10.45 – 11.15 an	Dr.Suresh
Experience sharing: Using MCQ for Formative Assessment in Physiology by Learning Management System	11.15 am - 11.45 am	Dr.Deepika / Dr. K.Soundariya
Introduction to Smart board	11.45- 12.00 noon	Raja Badmanaudaine IT Manager
Demonstration of key functions of smart board	12.00-12.45 pm	Dr.Asmathulla
Discussion and feedback	12.45-01.00 pm	All

Coordinator MEU

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   The Medical Superintendent
   All HOD's to Relieve the faculty (participants and resource persons)

Dr. KAONE. R.N
DEAN
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Medical college and Hospital

Medical Education Unit

Workshop on 'E-Learning tools in educational research'

Intended learning outcomes:

Up on completion of this workshop the participants will be able to,

- Discuss the advantages, disadvantages and challenges of digital teaching and learning methods
- Select and use appropriate digital tools to improve learner's engagement
- Discuss the need for educational research pertaining to e learning tools

Date – 8th February, 2020

Time – 08.45 am to 04.30 pm

Venue: Medical Education Unit meeting hall, Ground Floor, College Block

Resource Person:

Dr.Narasimman Swaminathan

Professor of Physiotherapy

Sri Ramachandira Institute of Higher Education and Research

Participants: 25 faculties from SMVMCH will be selected on 'first-come-first serve' basis

Instructions: Participants has to come with Laptop & Smartphone

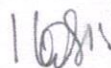**Registration fees:** Rs.100 (TNMC Credit Points Certificates)

Registration: Please contact Miss.Marcel Intercom Number – 1491
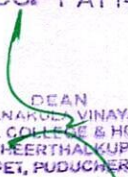
For any clarification please contact:

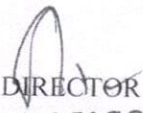Dr.Soundariya K

Professor of Physiology, SMVMCH, Pondicherry, India

Mobile No: 9786895193 / Email- drsoundariya@gmail.com

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Coordinator MEU

DEAN
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE & HOSPITAL
KALITHEERTHALKUPPAM,
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DIRECTOR
Dr. D. RAJAGOVINDAN,M.D.
DIRECTOR
SRI MANAKULA VINAYAGAR
MEDICAL COLLEGE AND HOSPITAL
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Sri MANAKULA VINAYAGAR

Medical college and Hospital

Medical Education Unit

No:SMVMCH/MEU/FDP /5 /2019   Date: 04.09.2019

Circular

The MEU of SMVMCH has proposed to conduct the "Workshop on E Learning" for the faculty of SMVMCH. The interested faculty may register with the undersigned on or before 11.09.2019.

Name: Workshop on E Learning

Date: 18.09.2019

Time – 9.00 AM to 1.00 PM

Venue: Digital Lab

Program Schedule

Program	Time	Faculty
E-Learning – Definition & Implications	09.30 am - 10.00 am	Dr.N.Suresh
Merits & Demerits of E-Learning	10.00 am – 10.30 am	
Tea break	10.30 am – 10.45 am	
Modes of E-Learning	10.45 am – 11.15 am	Mrs.Senthamil Selvi.K
Tools available for E-learning – an overview	11.15 am - 11.45 am	Mrs.Senthamil Selvi.K
Discussion and feedback	11.45 am -12.00 noon	All

Coordinator MEU

Copy to:
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> The Dean (Academic)
> The Medical Superintendent
> All HOD's to relieve the faculty (participants and resource persons)

Dr. KAGNE. R.N
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Medical Education Unit

No:SMVMCH/MEU/FDP /2 /2019

Date: 06.03.2019

The MEU of SMVMCH has proposed to conduct the "Workshop on Learning Management System" for the faculty of SMVMCH. The interested faculty may register with the undersigned on or before 13.03.2019.
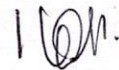
Name: Workshop on Learning Management System

Date: 20.03.2019

Time – 9.00 AM to 1.00 PM

Venue: Digital Lab

Program Schedule

Program	Time	Faculty
Introduction to Learning Management System	09.30 am - 10.00 am	Mr.Raja Badmanaudaine
Demonstration of key functions in Learning Management System		
Hands on training on "Uploading educational resources in LMS, creating Pages"	10.00 am – 10.20 am	Dr.N.Suresh
Tea Break	10.20 – 10.30 am	
Hands on Training on "Creating Lesson Activity in LMS"	10.30 – 11.00 am	Dr.K.Soundariya
Demonstration on "Planning workshops in LMS"	11.00 am - 11.30 am	Mrs.K.Senthamil Selvi
Hands on Training on "Creating Workshops in LMS"	11.30 – 12.30 pm	All facilitators
Feedback and Closure	12. 30-01.00 pm	All facilitators

Coordinator MEU

Copy to:

The Chairman

The Director / the Dean

The Dean (Academic)

The Medical Superintendent

All HOD's to relieve the faculty (participants and resource persons)

Dr. KAGNE. R.N

DEAN

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Medical Education Unit

No:SMVMCH/MEU/FDP /4 /2018   Date: 10.10.2018

Circular

The MEU of SMVMCH has proposed to conduct the "Workshop on Collaborative Tools for Online Learning" for the faculty of SMVMCH. The interested faculty may register with the undersigned on or before 17.10.2018

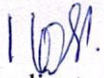**Name:** Workshop on Collaborative Tools for Online Learning

Date: 30.10.2018

Time – 9.00 AM to 1.00 PM

Venue: Digital Lab

Participants: Faculties of SMVMCH

Program Schedule

S.No	Session	Resource Faculty	Time
1	Overview of the Program	Dr.G.Kalaiselvan	09.00 – 09.30 AM
2	Collaborative Learning - Essentials	Dr.M.Jayasree	09.30 – 10.00 AM
3	Exploring Google documents	Dr.V.Deepika	10.00 – 10.30 AM
4	Exploring Google slides	Mrs. Senthamil Selvi.K	10.30 – 11.30 AM
5	Using Google forms for assessments and surveys	Dr.M.Rajalakshmi	11.30 – 12.30 PM
6	Exploring "Google Groups"	Dr.G.Kalaiselvan	12.30 – 01.30 PM
	Closure		

Coordinator MEU

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The Medical Superintendent
All HOD's to Relieve the faculty (participants and resource persons)

Dr. KAGNE. R.N
DEAN
MANAKULA VINAYAGAR
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PUDUCHERRY-605107.

The Coordinator, Medical Education Unit
Phone: Ext-2073, Mobile-9843155060

Sri MANAKULA VINAYAGAR
— Medical college and Hospital —

Medical Education Unit

08.11.2017

Circular

Name of the Program: Workshop on "E-Content Development"

Intended learning outcomes:

Upon completion of this workshop the participants will be able to

- Select and use appropriate digital tools for E-Content Development" to improve learner's engagement

Date – 26.11.2017

Time – 08.45 AM to 12.30 PM

Venue: Medical Education Unit meeting hall, Ground Floor, College Block

Participants: 25 faculties from SMVMCH will be selected on *'first-come-first serve'* basis

Program Schedule:

Session	Time	Resource Faculty
Key components of Microsoft PowerPoint Presentation	09.00 AM – 09.30 AM	Dr.N.Suresh Assistant Professor Department of Anatomy
Multimedia Principles	09.30 AM – 10.00 AM	
Tea Break	10.00 AM – 10.15 AM	
Creating interactive presentation using Hyperlinks	10.15 AM – 11.30 AM	
Smart Art in PowerPoint Presentation	11.30 AM – 12.00 Noon	
Assessment in Power Point Presentation	12.00 noon – 12.30 PM	
Feedback	12.30 – 1.00 PM	

Registration fees: Nil

For any clarification please contact:

Dr.Soundariya K

Professor of Physiology, SMVMCH, Pondicherry, India

Mobile No: 9786895193 / Email- drsoundariya@gmail.com

Coordinator MEU

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2.4.4 (QnM) Average percentage of teachers trained for development and delivery of e-contents/e-courses during the last five years

Report on E-training Programs

Workshop on "Learning Management System" (18.01.2022 to 21.01.2022)

Feedback Analysis

The Medical Education Unit, organized a 4-day workshop on "Learning Management System" for the faculty of SMVMCH. Around 22 faculty participated in the workshop. They were oriented to the uses of "Learning management system" (LMS) and key components of LMS. The participants had an intense hands-on training on uploading the events in the calendar of LMS, creating page, question bank and uploading resources in the LMS. The sessions were highly interactive. Feedback was obtained from all the participants. The participants rated the sessions interactive and demanded future sessions for exploration of other components of LMS. The Workshop has been awarded 1 credit point by the Tamil Nadu Medical Council.

Rate the following sessions. 5-Excellent; 4-Good; 3-Average; 2-Fair; 1-Poor
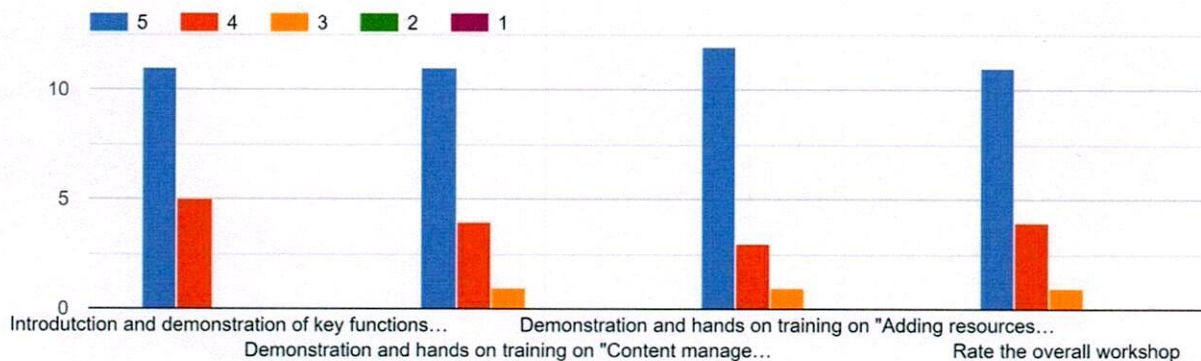
Key applications learnt in the LMS workshop
Basics of using LMS and adding contents to LMS
Features available within the LMS
Learnt about setting proper curriculum and creating topics-oriented questions
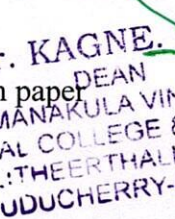Basic skills
1. How to update the classes taken, schedule for the classes in the LMS
How to use LMS and its various uses.
How to handle the LMS
How to create events, create learning resources and prepare MCQ question paper

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How to upload mcq and url link and resource material
E learning basics
to add resources in e learning
How to schedule, how to upload content
Scheduling the sessions
Effective management of LMS
Adding the events in calendar and uploading contents
Adding quiz

Suggestions for Improvement
None (5)
Network issues (2)
Excellent session... Please continue with the good work
Server error issues should be rectified (3)
"Please check and rectify the technical issues in the LMS
Please don't start sharing this access to students before rectifying the bulk handling issues
with LMS "
Internet connectivity and server issue problems need to be rectified
Along with department clerk it can be organised
More elaboration
faster internet connection

Workshop on "Digital Tools in Medical Education"

The MEU, organized a full-day workshop on "Digital tools in Medical Education" for the faculty of SMVMCH on rotation between 09.03.2022 to 11.03.2022. The program was organized to provide an overview, interactive and intense hands-on training on various digital tools that can be utilised for teaching, learning and assessment in Medical Education. The participants had a good experience in creating interactive e-content in the institutional LMS through the different ICT tools. Around 105 faculty participated in the program. The sessions were highly interactive and feedback has been obtained from all the participants

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The MEU, organized a full-day workshop on "E-Content and E-Course Development" for the faculty of SMVMCH on 21st December, 2022. The program was organized to provide an intensive hands-on training on the various ICT enabled tools that can be effectively utilized for effective teaching, learning and assessment. Around 28 faculty were oriented to the different ICT enabled tools and the multimedia principles. The participants enthusiastically participated in the hands-on training sessions on development of interactive images, creating animations, creating interactive PowerPoint presentations, conducting interactive online quizzes for large group. A session was exclusively dedicated for the participants to explore the institutional "Learning Management System". An afternoon session was exclusively dedicated in sensitizing the participants towards "Instructional Design Models" involved in E-Course development and hands on experience was given on developing a template for E-course using MOODLE. The sessions were highly interactive and feedback has been obtained from all the participants. The mean pre and post test scores were 5.08 and 7 respectively. The workshop has been awarded 2 credit hours by the Tamil Nadu Medical Council.

Attempts were made to use ICT tools for various components of the workshop. The pre-test was conducted with google form, the post-test was conducted using "QUIZZIZ" platform, which was highly fun filled and enjoyed by the participants. Feedback was obtained from the participants in the platform called "PADLET".

Program Schedule

S.No	Session	Resource Faculty	Time
1	Overview of the Program - Role of ICT tools in Teaching, Learning and Assessment - Ground rules	Dr.K.Soundariya, Professor in Physiology	8.45 – 09.15 AM
2	Multimedia Principles	Dr.N.Suresh, Associate Professor, Department of Anatomy	09.15 – 09.45 AM
3	Exploring Free software tools and Copyright free images	Dr.V.Deepika, Associate Professor, Department of Physiology	09.45 – 10.15 AM
	Tea Break **10.15 – 10.30 AM**		

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4	Hands on training on **"Creating Animations"**	Dr.V.Deepika, Associate Professor, Department of Physiology	10.30 – 11.00 AM
5	Hands on training on "Creating **Interactive PowerPoint Presentation"** – With **"Voice Thread"**	Dr.R.Udhayasankar, Associate Professor, Department of Microbiology	11.00 – 11.30 AM
6	Creating interactive lessons with **"Wordwall"**		11.30 – 12.00 noon
7	Exploring our **"Learning Management System"**	Dr.N.Suresh, Associate Professor, Department of Anatomy	12.00 – 1.00 PM
	Lunch Break		
8	E – Course Development – Principles and utilisation of "Learning Management System"	Dr.Deepika.V, Associate Professor, Department of Physiology Dr.K.Soundariya, Professor, Department of Physiology	2.00 PM – 3.15 PM
9	Feedback & Closure	All Faculty	3.15 PM – 3.30 PM

padlet   padlet.com/deepy643/c7evpn2x6n13d46r

E-Content development 20.12.2022
We would like to hear the feedback about the various sessions and ways in which it facilitated your learning process

DEEPIKA V SEP 06, 2022 07:19AM UTC

Well organised..
All topics are valuable and informative.
If you are planning next session, please consider Artificial Intelligence in this topic and or separate session on AI in medical field..

Very wonderful and interactive session, thanks to all the resource person for this great effort .

Any program's success depends on motivated audience. You were all awesome, which made our job easy. I thank and appreciate Soundarya mam for successfully conducting this 2nd e-content and e-course fdp and looking forward to continue it as an annual workshop.
Thanks & Regards
Dr. R. Udhaya sankar

Thank you for the informative e -session. Content is properly organised. Session is very interactive.
I thank all the resource faculties who spent their valuable time in preparing the content, especially in the year-end.

I thank the faculties for their participation and valuable feedback ..... Dr. Suresh

Thanking participants for ur participation and valuable feedback.. Dr.suresh

Thank you for the wonderful session... It was very interactive and engaging right from the beginning...Resource faculties were awesome and you made the session really enjoyable

Thank you for a wonderful experience. The workshop was very interesting. The ability to use the tools you provided will allow me, as a teaching faculty, to deliver engaging presentations. I really enjoyed the training session, and I'm excited to apply the methodology in our department's LMS. I loved the way you have organized the workshop, which was well structured, collaborative and interacting.

The whole session was very informative and useful. Kudos to the whole team for their engertic and enthusiastic presentation.

Good experience. Engaging and interesting

Thank you for the informative workshop. We explored various E-learning methods with hands on. Will implement these in the future..Hearty Congratulations to the entire team.

Nice.. Wll try to use them in daily classes n E contribute to LMS n if necessary course development too..
Ps: copyright free image is attached

Good evening
The session was well organised and was extremely useful. On a personal note, as someone who is ill versed in the use of computers, found the sessions compelling.
Thank you.

Feedback

Being replied as "Forced to attend " in the pre-test, I would like to emphasise that its one of the well organised & definitely most useful workshops I have underwent in recent times . My wholehearted thanks to all the expect faculties conducted & organised it.
I would definitely contribute the content to LMS, from the newly learnt tools in today's program.

Thank you sir/ Madam.

Very informative sessions. The topics were covered crisp n interactive sessions made the learning interesting.. I am not good at technology but this gives confidence to explore innovative ways of teaching and learning.. Congratulations to the entire team for the hard work behind..

shutterstock.com - 735648525

Hope shutterstock images can be used.. If not.. I m not using it for commercial purposes. To express own gratitude, copyright should not be a hindrance

Thank you ...all resource persons for taking so much efforts. It has for sure enriched our knowledge of e tools. Except for connectivity issues, I felt it was very well organized (time distribution and Hands on).

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Madagadipet, Puducherry, India
Villupuram to Pondicherry Mainroad, near Mosque,
Madagadipet, Puducherry 605108, India
Lat 11.918892°
Long 79.632139°
20/12/22 12:00 PM GMT +05:30
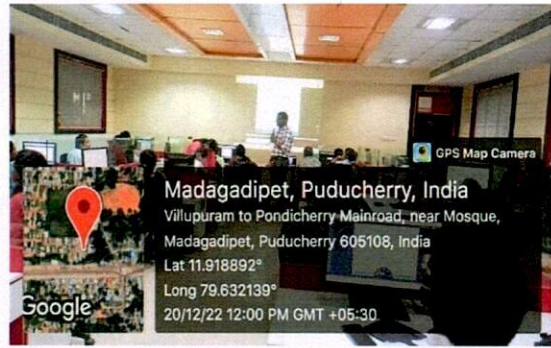
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The MEU, organized a 2-day workshop on "E-Content and E-Course Development" for the faculty of SMVMCH on 25th & 26th October, 2021. The program was organized to provide an intensive hands-on training on the various ICT enabled tools that can be effectively utilized for effective teaching, learning and assessment. Around 30 faculty were oriented to the different ICT enabled tools and the multimedia principles. The participants enthusiastically participated in the hands-on training sessions on development of interactive images, creating animations, creating interactive PowerPoint presentations, essentials in opening a you tube channel and uploading contents into it, creating concept maps, conducting interactive online quizzes for large group, conducting interactive small group sessions with Nearpod, essentials of podcasting and screen recording. An afternoon session was exclusively dedicated in sensitizing the participants towards "Instructional Design Models" involved in E-Course development and hands on experience was given on developing a template for E-course. The sessions were highly interactive and feedback has been obtained from all the participants. The workshop has been awarded 4 credit hours by the Tamil Nadu Medical Council.

Feedback analysis

The mean pre-test score was 5.18 and the post test score was 7.92. The participants found the sessions interactive and appreciated the hands-on training offered for the ICT tools. However, they suggested the interruptions due to network connectivity may be avoided and demanded more time allotment for certain tools for effective hands-on training.

Outcome

- Effective use of ICT enabled tools by the faculty of SMVMCH in regular teaching learning process, assessment and also in Intercollege quiz programs
- Development of interactive e-contents and sharing of the resources with the students
- Effective utilization of the institutional LMS by the faculty
- Development of Podcasts and Educational YouTube videos by the departments

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Program Schedule

Day 1 (25.10.2021)

S.No	Session	Resource Faculty	Time
1	Overview of the Program - Role of ICT tools in Teaching, Learning and Assessment - Ground rules	Dr.G.Kalaiselvan, Dean Research Dr.K.Soundariya, Professor in Physiology Dr.G.Ramya, Associate Professor, Department of Pathology	09.00 – 09.30 AM
2	Multimedia Principles	Dr.N.Suresh, Associate Professor, Department of Anatomy	09.30 – 10.00 AM
3	Exploring Free software tools and Copyright free images	Dr.V.Deepika, Associate Professor, Department of Physiology	10.00 – 10.30 AM
4	Hands on training on "Creating Interactive images using **"Thing link"**	Dr.V.Deepika, Associate Professor, Department of Physiology Dr.S.Nitya, Associate Professor, Department of Pharmacology	10.30 – 11.30 AM
5	Hands on training on **"Creating Animations"**	Dr.V.Deepika, Associate Professor, Department of Physiology	11.30 – 12.30 PM
6	Hands on training on "Creating **Interactive PowerPoint Presentation"**	Dr.N.Suresh, Associate Professor, Department of Anatomy	12.30 – 01.30 PM
Lunch			
7	Hands on training on **"Creating You Tube Channel & Uploading contents"**	Mr.Balakrishna Pai, Assistant Professor, Department of Biochemistry Dr.Probin Joseph, Assistant Professor, Department of Orthopaedics	02.30 – 04.00 PM

* Including Tea Break

Day 2 (26.10.2021)

S.No	Session	Resource Faculty	Time
1	Hands on training on "Interactive Small group teaching" with **NearPod**	Mrs.Senthamil Selvi, Assistant Professor, Department of Physiology	09.00 – 10.00 AM
2	Hands on Training on **"Tools for Concept Mapping"**	Dr.R.Udhayasankar, Assistant Professor, Department of Microbiology	10.00 – 11.00 AM*

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3	Podcasting & Screen recording - Essentials	Dr.G.Ramya, Associate Professor, Department of Pathology Dr.K.Soundariya, Professor of Physiology, Coordinator – MEU	11.00 – 11.30 AM
4	Hands on training on "Creating Interactive assessment using **Quizziz"**	Dr.R.Udhayasankar, Assistant Professor, Department of Microbiology Dr.Sripal, Assistant Professor, Department of Ophthalmology	11.30 – 12.15 PM
5	Instructional Design Models for E-Course Development	Dr.K.Soundariya, Professor of Physiology, Coordinator – MEU	12.15 – 01.00 PM
	Lunch		
6	Hands on "**Developing a Model E-Course Template"**	Dr.V.Deepika, Associate Professor, Department of Physiology Dr.K.Soundariya, Professor of Physiology, Coordinator – MEU	02.00 – 03.30 PM
7	Feedback & Closure		03.30 – 04.00 PM

* Including Tea Break

Workshop on "How to open a You tube channel?" (18.06.2021)

A workshop was held on "How to open a you tube channel" on 18.06.21 to the inhouse faculty of SMVMCH, by MEU. Mr.Balakrishna Pai, Assistant Professor, Department of Biochemistry, facilitated the session. Around 29 faculty participated in the workshop and had hands on training on "Creating a YouTube channel" in the digital lab. The resource faculty
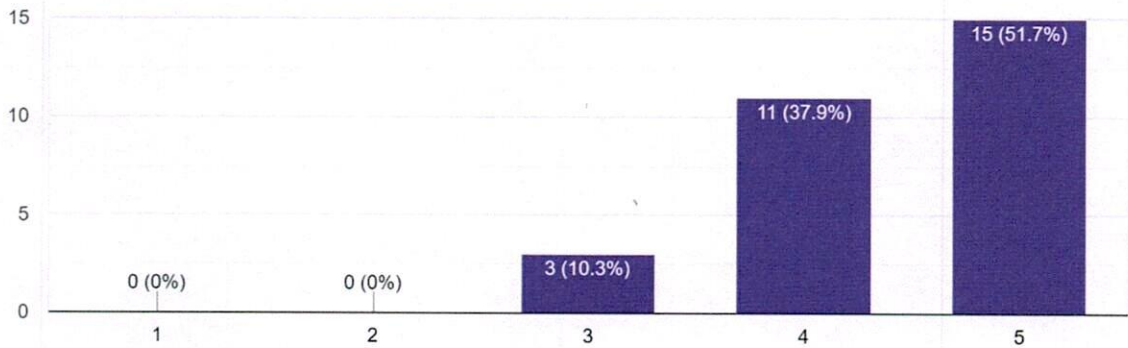
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also discussed about the copyright strike, easy steps of uploading the contents in the youtube, the tips for increasing the visibility of the channel, tagging the channel and creating thumbnails. The session was interactive and feedback was obtained from all the participants.

Feedback Analysis

Rate the session overall (5- Excellent, 4- Very good, 3-Good, 2-Average, 1-Poor)
29 responses

Key points learnt from the workshop

Add-ons to increase the visibility
Tag you,you tube studio
Insight on how to create a YouTube channel (10)
Vedio uploaded
How to open an youtube channel and what are the hard works done by an youtuber. What are the do and don't we should keep in mind if to open a channel. And a lot.
Apps required to create videos, how to increase visibility of our videos (8)
Many apps used for you tube channel (3)
All do's and don't's
Different applications for a Youtube video making
Creating a You tube channel is simple with easier steps

Suggestions from the participants

Nil (12)
Can educational videos give monetary income ???
How can we include diagrams or slides during our video?
The workshop can be further elaborate

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Thank you for this wonderful session. Please conduct more interesting session as same
How to restrict users, hide comments, prepare Thumbnail, hands on workshop for half a day neede
Can be a hands-on training
Note time needed. We would like to do it ourself
Hands on training
Please extend the duration of workshoo
Copyright issues...
Can you give another hands on session on how to use video editors like KineMaster?
Can arrange for half day or one day workshop (2)

Outcome

- Creation and effective usage of youtube channels by the faculty members.
- As requested by the participants, a session with increased duration was planned for the program on "E-Content and E-Course Development"
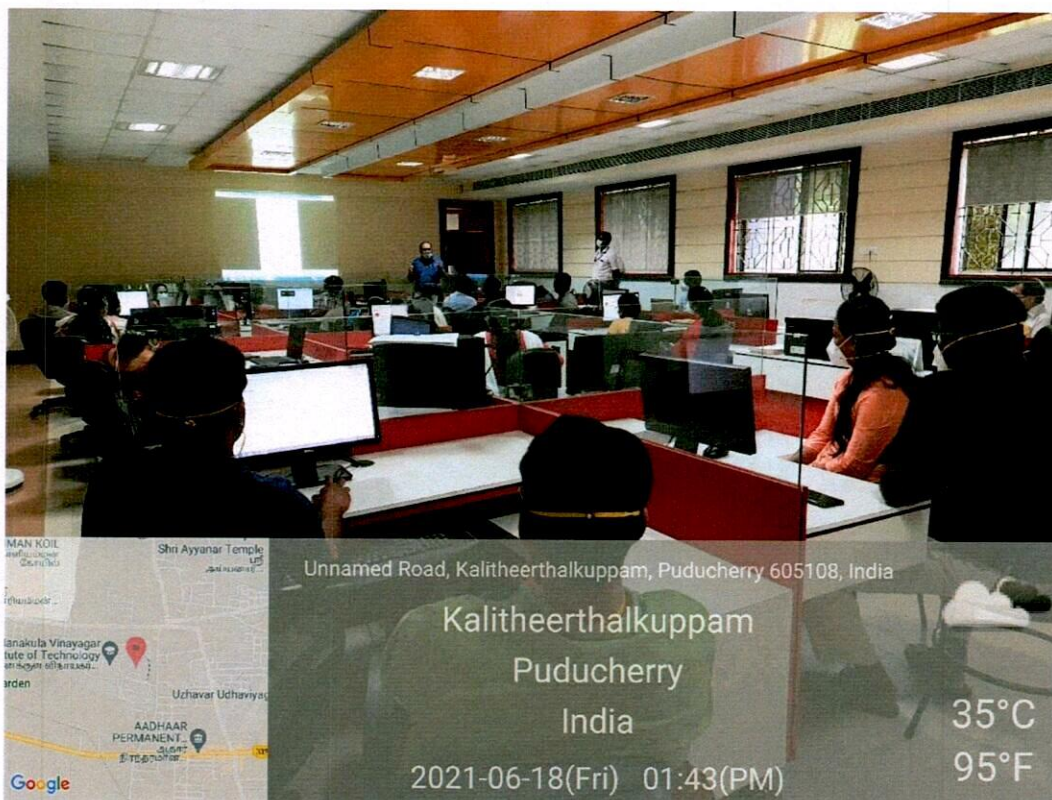
Sensitization session to "Great Learning App" (Zoom based)

In view of the COVID pandemic (Second Phase of Lockdown), the Institute purchased the "Great Learning App" for effective conduct of the online classes and webinars for the students of SMVMCH. Great Learning app is zoom based Learning Management system, which offers provision of Virtual conferencing, in addition to the routine features. In this

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context, the Medical Education Unit of SMVMCH, organized a sensitization session for all faculty in rotation in the month of May 2021 in lecture hall I of SMVMCH. The faculty members were oriented to the Great Learning App, its key functions and had hands on training on scheduling classes, creating quiz, assignments in the Great learning app. In addition, they were demonstrated with the creation of online polls and breakout rooms for small group discussion with the great learning app.

Program:

Program	Time	Faculty
Introduction to Great Learning App	09.30 am - 10.00 am	Mr.Raja Badmanaudaine IT Manager, SMVMCH
Demonstration of key functions in Great Learning App	10.00 am – 10.20 am	Dr.R.Udhayasankar
Tea Break	10.20 – 10.30 am	
Hands on Training on "Scheduling classes and creating Quiz, Assignments in Great Learning App"	10.30 – 11.30 am	All facilitators
Demonstration on online polls & break out rooms in Great Learning App	11.30 am - 12.00 noon	Mrs. K.Senthamil Selvi
Recording of online classes and sharing with the students	12.00 – 12.30 pm	All facilitators
Discussion and feedback	12. 30- 01.00 pm	All facilitators

Feedback Analysis

The faculty got sensitized to the key functions of great learning app. However, they suggested utilization of great learning app for large group teaching and Institutional LMS (MOODLE) for small group teaching for effective utilization of the e-content. The faculty appreciated the provision of sharing recorded video lectures with the students, for asynchronous learning.

Outcome

The Great Learning app was effectively utilized for the online classes and students were given access to the recorded video lectures of the faculty for asynchronous learning. In addition, Great Learning app was effectively utilized for conducting webinar for the students, inhouse and external faculty.

Workshop on "Learning Management System" (15.02.2021)

The workshop on "Learning Management System" was held on 15th February, 2021, at the MEU hall for the Faculty of SMVMCH. There were 27 participants, with at least 2 representatives from each department, who got oriented to the LMS and had a hands-on experience on "Creating the events in Calendar of LMS" and "Creation of Question Bank", at

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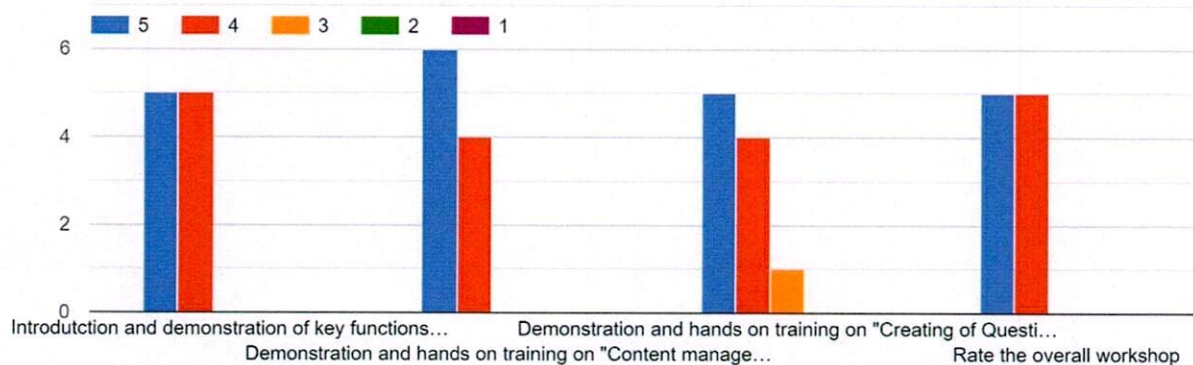KALITHEERTHALKUPPAM,
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the Digital Lab. Mr.Raja, IT Manager, Dr.N.Suresh and Dr.Udhayashankar facilitated the sessions. The participants were requested to update the details in the LMS. At the end of the session the feedback was obtained from all the participants.

Program Schedule:

Program	Time	Faculty
Introduction to Learning Management System	09.30 am - 10.00 am	Mr.Raja Badmanaudaine Dr.K.Soundariya Dr.V.Deepika
Demonstration of key functions in Learning Management System		
Demonstration on "Content management and creating events in Calendar"	10.00 am – 10.20 am	Dr.R.Udhayasankar
Tea Break	10.20 am – 10.30 am	
Hands on Training on "Content management and creating events in Calendar"	10.30 am – 11.00 am	All facilitators
Demonstration on "Creation of Question Bank"	11.00 am - 11.30 am	Dr.N.Suresh
Hands on Training on "Creation of Question Bank"	11.30 am – 12.30 pm	All facilitators
Discussion and feedback	12.30 pm - 01.00 pm	All facilitators

Feedback Analysis

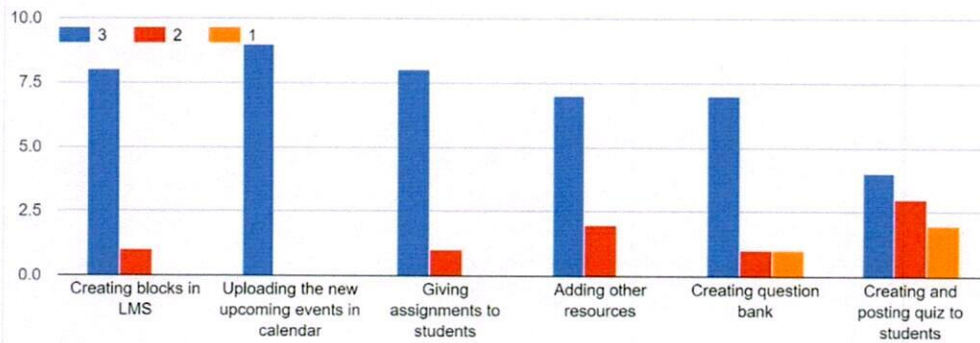Rate the following sessions. 5-Excellent; 4-Good; 3-Average; 2-Fair; 1-Poor

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Rate your confidence levels after LMS workshop 3-Confident; 2-No opinion; 1-Not confident


Key points learnt in the workshop

How to create questions?
Uploading in calender
Updating events in calender n q bank
Question bank creation (3)
Adding block, page
Events, Quiz, Assignments..
How to create events
The workshop was useful to learn newer aspects of learning methodology

Suggestions for Improvement

More hands on session for bank
Could have provided a Xerox copy of the steps n then made us to do it...
Connectivity issues to be rectified , since hands on will facilitate our learning curve faster
Network availability (3)
How to create online MCQ test
Creating and uploading students quiz

Outcome

- Effective utilization of LMS for uploading resource materials by the faculty
- Question bank created by all the departments
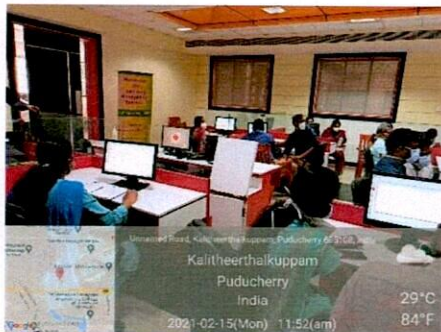
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Sensitization session to "G Suite/ Google Meet" (May 2020)

In view of the COVID pandemic (First Phase of Lockdown), the Institute recommended use of G Suite (For educational Institutions) and Google Classroom for E-Learning, in addition to the Institutional LMS MOODLE. Google meet offers provision of Virtual conferencing, which may be effectively utilized for the conduct of the online classes. Google Classroom offers provision for sharing educational resources with the students and also posting assignments, assessments both and subjective through Google forms. In this context, the Medical Education Unit of SMVMCH, organized a sensitization session for all the faculty of SMVMCH in rotation in the month of May 2020, in the lecture hall I of SMVMCH. The faculty members were oriented to the Google meet, its key functions and had hands on training on scheduling classes, posting assignments, creating quiz with google forms.

Program:

Program	Time	Faculty
Introduction to G Suite	09.30 am - 10.00 am	Mr.Raja Badmanaudaine IT Manager, SMVMCH
Demonstration of key functions in G Suite	10.00 am – 10.20 am	Dr.M.Jayasree
Tea Break	10.20 – 10.30 am	
Hands on Training on "Scheduling classes and creating Assignments Google Classroom"	10.30 – 11.30 am	All facilitators
Demonstration on posting Quizzes in Google forms	11.30 am - 12.00 noon	Dr.G.K.Poomalar
Hand on training on "Creating assessments with Google forms"	12.00 – 12.30 pm	All facilitators
Discussion and feedback	12. 30- 01.00 pm	All facilitators

Feedback Analysis

The faculty got sensitized to the key functions of Google Classroom. They recommended a half-day workshop on the utilization of Google tools for effective teaching and learning.

Outcome

The IT department created official IDs department wise and classes were scheduled using the departmental IDs and the students were enrolled in respective classrooms. The faculty trained in the sensitization session acted as trainers for the faculty in their respective departments, thus Google classroom was effectively utilized by all the faculty for the teaching learning process.

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This demonstration was held on 20th March, 2020 for the faculties of Phase-I, Phase-2 and Phase-3 (Part-1) as per the program schedule mentioned in Table.1. A total of 28 senior, mid and junior level faculties from our institute participated in the lecture cum Demonstration. As part of Covid-19, the seating arrangement for the session was made following the principles of the social distancing.

Program	Time	Faculty
Introduction to Learning Management System (LMS) Demonstration of key functions in LMS	09.30 am - 10.30 am	Raja Badmanaudaine IT Manager
Tea break	10.30 – 10.45 am	
Designing a quiz using LMS: Demonstration	10.45 – 11.15 am	Dr.N.Suresh
Experience sharing: Using MCQ for Formative Assessment in Physiology by LMS	11.15 am - 11.45 am	Dr.V.Deepika / Dr. K.Soundariya
Introduction to Smart board	11.45- 12.00 noon	Raja Badmanaudaine IT Manager
Demonstration of key functions of smart board	12.00-12.45 pm	Dr.Asmathulla
Discussion and feedback	12.45-01.00 pm	All

Feedback Analysis

The faculty expressed concerns in getting oriented to the features of LMS and smart board. They requested a one-day hands on training session for the same.

Outcome

- The faculty utilized Institutional LMS for posting educational resources during the COVID Pandemic.

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Workshop on 'E-Learning tools in educational research'

This workshop was held on 8th February, 2020 and was facilitated by Dr.Narasimman Swaminathan, Professor of Physiotherapy, Sri Ramachandra Institute of Higher Education and Research. About 23 faculty participated in the workshop and they were sensitized to different e-learning tools like Kahoot, Socrative Quiz and also oriented to usage of Institutional LMS. Feedback was obtained from all the participants.

S.No	Topic	Teaching Learning Method	Time
	Registration & Pretest		08.30 – 9.30 AM
I	Introduction to Digital Teaching	Digital Quiz/Group Discussion	09.00 – 09.45 AM
II	Digital tools to engage learners	Demonstration	09.45 – 10.30 AM
	Tea Break		10.30 – 10.45 AM
III	Designing an activity using digital tools	Group Work and presentation	10.45 – 11.45 AM
IV	Creating Socrative Quiz	Demonstration	11.45 AM – 1.00 PM
	Lunch		1.00 – 1.30 PM
V	Socrative Quiz	Group work & Presentation	1.30 -2.30 PM
VI	Tools to prepare e-contents	Demonstration of tools	2.30 – 3.15 PM
	Tea Break		3.15 – 3.30 PM
VII	Creating e-contents	Group activity	3.30 – 4.15 PM
	Posttest & Feedback		4.15 – 4.30 PM

Feedback Analysis

The mean pre-test score was 4.32 and the post test score was 7.80. The participants found the sessions interactive and appreciated the efforts of resource faculty in sensitizing to a variety of digital tools. The participants demanded more time allotment for certain tools for effective hands-on training.

Outcome

- Effective use of digital tools by the faculty of SMVMCH during the COVID Pandemic (Lockdown period) – Kahoot, Screen recording
- Development of interactive e-contents and sharing of the resources with the students

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With the explosive growth of technology and the need to address the demands of the smart generation, the Medical Education Unit of SMVMCH, organized a half-day workshop on "E-Learning" for around 30 inhouse faculty. The participants were sensitized to the implications of E-learning, merits & Demerits, modes of E-learning and the tools available for e-learning. The sessions were facilitated by Mrs.Senthamil Selvi.K, Assistant Professor, Department of Physiology and Dr.N.Suresh, Associate Professor, Department of Anatomy. The sessions were interactive and feedback was obtained from all the participants.
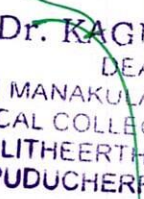
Program	Time	Faculty
E-Learning – Definition & Implications	09.30 am - 10.00 am	Dr.N.Suresh
Merits & Demerits of E-Learning	10.00 am – 10.30 am	
Tea break	10.30 am – 10.45 am	
Modes of E-Learning	10.45 am – 11.15 am	Mrs.Senthamil Selvi.K
Tools available for E-learning – an overview	11.15 am - 11.45 am	Mrs.Senthamil Selvi.K
Discussion and feedback	11.45 am -12.00 noon	All

Feedback Analysis

The participants rated the sessions to be highly interactive and requested a workshop to have hands on training on different ICT tools.

Action taken

Based on the feedback obtained from the faculty, an external resource faculty Dr.Narasimman Swaminathan, Professor of Physiotherapy was planned to be invited for the workshop planned in the month

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The workshop on "Learning Management System-MOODLE" was held on 20ᵗʰ March 2019, at the Digital lab for the Faculty of SMVMCH. There were 60 participants, with at least 2 representatives from each department. The participants were sensitized to the features of LMS, uploading PowerPoints, creating pages, lesson activity and workshops in LMS. The participants were requested to update the details in the LMS. At the end of the session the feedback was obtained from all the participants.

Program Schedule

Program	Time	Faculty
Introduction to Learning Management System	09.30 am - 10.00 am	Mr.Raja Badmanaudaine
Demonstration of key functions in Learning Management System		
Hands on training on "Uploading educational resources in LMS, creating Pages"	10.00 am – 10.20 am	Dr.N.Suresh
Tea Break	10.20 – 10.30 am	
Hands on Training on "Creating Lesson Activity in LMS"	10.30 – 11.00 am	Dr.K.Soundariya
Demonstration on "Planning workshops in LMS"	11.00 am - 11.30 am	Mrs.K.Senthamil Selvi
Hands on Training on "Creating Workshops in LMS"	11.30 – 12.30 pm	All facilitators
Feedback and Closure	12. 30-01.00 pm	All facilitators

Feedback Analysis

The participants appreciated the hands-on training during the workshop; however, they recommended the correction of recurrent errors occurring during usage.

Action taken

Based on the feedback obtained from the faculty, the errors were reported to the IT department and were rectified.

Outcome

The faculty were using LMS for creating pages, lesson activity and workshops.

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With the emerging trend of blended learning in Medical Education, the MEU of SMVMCH organized a half-day workshop on "Collaborative Tools for online learning", on 30th October 2018. Around 72 faculty participated in the workshop. The faculty were sensitized to collaborative tools like Google documents, Google slides, Google forms and also moderating a discussion in Google groups. The participants rated the sessions as highly interactive.

Program Schedule:

S.No	Session	Resource Faculty	Time
1	Overview of the Program	Dr.G.Kalaiselvan	09.00 – 09.30 AM
2	Collaborative Learning - Essentials	Dr.M.Jayasree	09.30 – 10.00 AM
3	Exploring Google documents	Dr.V.Deepika	10.00 – 10.30 AM
4	Exploring Google slides	Mrs. Senthamil Selvi.K	10.30 – 11.30 AM
5	Using Google forms for assessments and surveys	Dr.M.Rajalakshmi	11.30 – 12.30 PM
6	Exploring "Google Groups"	Dr.G.Kalaiselvan	12.30 – 01.30 PM
Closure			

Outcome

Effective usage of Google groups for UG and PG discussion (Journal Club).

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A half-day workshop on e-content development was organized for the faculty of SMVMCH on 26th November 2017. Around 26 faculty from various departments participated in the workshop. They were trained in the development of "Interactive PowerPoint Presentation". Multimedia principles were also covered in the workshop. The faculty were sensitized to different key components in Microsoft PowerPoint that helps to create interactive presentations for the teaching learning process.

Program Schedule

Session	Time	Resource Faculty
Key components of Microsoft PowerPoint Presentation	09.00 AM – 09.30 AM	Dr.N.Suresh Assistant Professor Department of Anatomy
Multimedia Principles	09.30 AM – 10.00 AM	
Tea Break	10.00 AM – 10.15 AM	
Creating interactive presentation using Hyperlinks	10.15 AM – 11.30 AM	
Smart Art in PowerPoint Presentation	11.30 AM – 12.00 Noon	
Assessment in Power Point Presentation	12.00 noon – 12.30 PM	

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