



Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE & COMMERCE

- Affiliated to Savitribai Phule Pune University: ID No PU/PN/ASC/023/1970
- Junior College Index No: J-11.15.004
- Government of Maharashtra and Savitribai Phule Pune University Recognized Minority Institute
- UGC - 2(f) & 12 (B) Status • NAAC Re-accredited College • DST - FIST Funded College



K. B. Hidayatullah Road, Camp,
Pune - 411001. (MS), India



+91-20-2645 4240 / 2644 6319.



www.poonacollege.edu.in
principal@poonacollege.edu.in

Professor (Dr.) Aftab Anwar Shaikh

M.Com, Ph.D (Busi. Admin.)

PRINCIPAL



+91 98226 21579



dranwarshaikh@gmail.com

CRITERION- VI

KEY INDICATOR	6.3 Faculty Empowerment Strategies
METRIC NO.	6.3.3

- Average number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the last five years.

REPORT OF PROFESSIONAL DEVELOPMENT / ADMINISTRATIVE TRAINING PROGRAMMES DURING THE ACADEMIC YEAR

2019-2020



Y & M Anjuman Khairul Islam's
**POONA COLLEGE
OF ARTS, SCIENCE AND COMMERCE**

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

I. Basic Details:

Name of The Activity: National Level Professional Development Workshop (PDW) cum Webinar on Development of Real Time E-Content for Virtual Teaching			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
13 th to 19 th January 2020	Social Science	Library & Information Sci. & IQAC	Dr. Muhammad Zuber A. M. Shaikh (9423205210) Mr. Shaikh Iqbal (9850602350)
Time	Venue	Activity for class/ group & student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
10.00 A.M. to 5.00 P.M.	Poona College	39	Academic

II. Brief Information about the Activity (Criterion no -):

Topic/ Subject of the activity	Development of Real Time E-Content using Open Broadcaster Software (OBS)
Objective for conducting the activity	To sensitize participants with the; <ul style="list-style-type: none">• Techniques to plan a video and the resources needed.• Prearrangements and setup needed before the actual recording.• Methods to begin using advanced studio level broadcasting software.• Real Time quality video shooting and onstage training.• Multiple trials to fine tune the performance.• Rehearsals with corrective actions and feedback.
Methodology	Demonstration and Hands on Practice
Outcome	Thirty-nine videos recorded through Open Broadcaster Software (OBS) and uploaded on YouTube.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Programme Proposal	2. Brochure and Schedule	3. Certificate
4. Activity Photographs	5. News published in newspaper	6. Inauguration Video uploaded on Youtube: https://www.youtube.com/watch?v=mntEebMxORY



One Week

National Level Professional Development Programme (PDW) cum Webinar on

Development of Real Time E-Content for Virtual Teaching

Organized by

**Department of Library and Information Science and Internal Quality Assurance Cell
(IQAC) during 13th to 19th January 2020**

Programme Report

In this tech-savvy era, the work domain of teachers have gone beyond the traditional teaching and learning to include their contribution in solving societal problems related to childhood, adolescence, family relationships and others in our lives. These social problems have brought our youth at the brink of destruction. If the teachers are successful in reaching out to eliminate these dangers, only then can we expect peace, harmony and tranquility in our society. These thoughts were expressed by the Director of the International Centre and Head of the Department of Defence and Strategic Studies at Savitribai Phule Pune University Prof. (Dr.) Vijay Khare while inaugurating One Week long National Level Professional Development Workshop (PDW) cum Webinar entitled “ Development of Real-Time E-Content for Virtual Teaching” being organized by the Department of Library and Information Science and Internal Quality Assurance Cell (IQAC) of Poona College of Arts, Science and Commerce, Pune in collaboration with Knowledge Bridge, Ahmednagar during 13th to 19th January 2020.

The inaugural session was telecasted live on the Poona College YouTube Channel. The Resource Persons Shri. Bhushan Kulkarni and Shri. Eknath Kore of Knowledge Bridge, Ahmednagar conducted live webinar sessions on the Poona College YouTube Channel on making interactive PowerPoint Presentations, live streaming on YouTube and personalized channels during 13th to 16th January 2020. The on-site training from 17th to 19th January 2020 was on Open Broadcaster Software (OBS) with hands-on practical sessions in which participants shot their own video lectures. Thirty-nine (39) participants attended this event with many telecasting live on YouTube while others having shot their video lectures in the studio especially setup for the event. The inaugural and three days webinar sessions (13th to 16th January 2020) and videos shot during the event can be watched on Poona College YouTube Channel on <https://www.youtube.com/channel/UCmsSpzxtfzrKVC67xbBTA>



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Principal Dr. Aftab Anwar Shaikh welcomed the guests and exhorted the participants to effectively utilize their time in making them global teachers beyond their local horizon. Librarian and PDW Coordinator Dr. Shaikh Muhammad Zuber Abdul Majeed introduced the chief guest while Vice-Principal Mr. Iqbal Shaikh proposed vote of thanks in the presence of PIMSE Director Dr. Shakeel Ahmed, Vice-Principals Dr. Arif Shaikh, Mr. Moinuddin Khan, and Library Advisory Committee Vice-Chairman Mr. Irfan Shaikh. The event was convened by A. Prof. Musharraf Hussain.

Dr. Muhammad Zuber A.M. Shaikh
Librarian & Coordinator PDW
Poona College of Arts, Science and Commerce, Pune

Programme Photographs



Chief Guest and Dean of Social Sciences and Humanities, S.P. Pune University Dr. Vijay Khare being felicitated by Principal Dr. Aftab Anwar Shaikh in the presence of ; L-R: LAC Vice Chairman Mr. Shaikh Irfan, Vice Principal Mr. Moinuddin Khan, PG Vice-Principal Dr. Shaikh Arif, PIMSE Director Dr. Shakeel Ahmed, Vice-Principal Mr. Shaikh Iqbal, FDP Coordinator and Librarian Dr. Muhammad Zuber and FDP Convenor and A.Prof. Musharraf Hussain.



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Chief Guest and Dean Social Sciences and Humanities, S.P. Pune University Dr. Vijay Khare delivering the key note address in the presence of L-R: LAC Vice Chairman Mr. Shaikh Irfan, Vice-Principal Mr. Moinuddin Khan, PG Vice-Principal Dr. Shaikh Arif, Principal Dr. Aftab Anwar Shaikh, PIMSE Director Dr. Shakeel Ahmed, Vice-Principal Mr. Shaikh Iqbal, FDP Coordinator and Librarian Dr. Shaikh Muhammad Zuber A.M.



Resource Person Mr. Bhushan Kulkarni addressing the participants.



Participants engross in watching video during hands on practice session.



Participants shooting videos in Virtual Studio setup for the PDW.



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POONA COLLEGE OF ARTS SCIENCE & COMMERCE Live Stream
379 views · Streamed live on Jan 13, 2020

POONA COLLEGE OF ARTS SCIENCE & COMMERCE
1.15K subscribers

Inauguration of the Programme broadcast Live on YouTube
Link: <https://www.youtube.com/watch?v=mntEebMxORY&t=807s>

POONA COLLEGE OF ARTS SCIENCE & COMMERCE Live Stream
161 views · Streamed live on Jan 14, 2020

POONA COLLEGE OF ARTS SCIENCE & COMMERCE
1.16K subscribers

Top chat replay

- JahanAara Pathan-Sheroi: I am watching t Sir
- Mukhtar Shaikh: hi
- Dr. Shahid Jamal Ansari: hi
- Learn Commerce With Namita: how to use mobile camera as a webcam
- Dr. Muhammad Zuber: All the participants are requested pl login day second of our Webinar (14th Jan 2020).
- SHABANA MULLA: I'm watching sir

Session on YouTube broadcast Live on 14th January 2020.
Link: <https://www.youtube.com/watch?v=toz28Qgwie0&t=386s>

Chief Patrons

Hon. Nisar Patel

Chairman, Y & M AKI Trust, Mumbai

Hon. Hani Ahmed Farid

Gen. Sec, Y & M AKI Trust, Mumbai

Hon. Dr. Hanif Lakdawala

Trustee, Y & M AKI Trust, Mumbai

Organizing Committee

Dr. Aftab Anwar Shaikh

Principal

Dr. Rafique Sarkhawaz

Advisor, Poona College, Pune

Dr. Arif V. H. Shaikh

Vice Principal (P.G.)

Mr. Moinuddin Khan

Vice Principal

Mr. Iqbal Shaikh

V.P. & IQAC Coordinator

Mr. Irfan Shaikh

V.C., Lib. Adv. Comm.

Dr. Muhammad Zuber

Libn. & PDW Co-ordinator

Mr. Mushrraf Hussain

Member, Lib. Adv. Comm.

Dr. Ahmad Shamshad

Member, Lib. Adv. Comm.

Dr. Hamid Hashmi

Member, Lib. Adv. Comm.

Mr. Mohammad Omer Hasan

Member, Lib. Adv. Comm.

National Advisory Committee

Dr. Vijay Khare

Dean Social Sciences and International
Strategic Studies, SPPU

Dr. Nandkumar Dahibhate

Ex-Principal Technical Officer, Information
Division, CSIR-NCL, Pune

Dr. Akhtar Parvez

University Librarian, Maulana Azad National
Urdu University, Hyderabad

Dr. Tariq Ashraf

University Librarian, Jamia Millia
University, New Delhi

Dr. Aparna Rajendra

I/C. Director, J.K.R.C., S.P.P.U.

Venue GPS Location : <https://goo.gl/maps/grAEdASr8fn>

Registration Link : <https://forms.gle/1iZYaQRmgtnp7HEH7>

Link to join the WhatsApp group post Registration :

<https://chat.whatsapp.com/HAEyEZ1ehYbBpWwrm2bD94>

Google Spreadsheet Link to Verify Registration : <http://www.bit.ly/2YWZF5m>

Further messages will be sent through e-mail, WhatsApp or SMS.

For details and assistance, please contact PDW Convener : **Mr. Musharraf Hussain**

E-Mail : musharraf.hussain@poonacollege.edu.in | Cell : 985043826

Trainer : Shri. Bhushan Kulkarni & Shri Eknath Kore (Knowledge Bridge, Ahmednagar)

For technical details please contact : Shri. Eknath Kore 9822057786, 9373412443

(Administrator, Knowledge Bridge, Ahmednagar)

For more details visit the college website : <http://akipoonacollege.ac.in>

Dr. Muhammad Zuber A.M. Shaikh

Librarian & PDW Co-ordinator

Cell : +91 9423205210

E-mail : librarian@poonacollege.edu.in

Mr. Iqbal Shaikh

Vice-Principal & IQAC Co-ordinator

Mr. Musharraf Hussain

PDW Convener



Anjuman Khairul Islam's

POONA COLLEGE of Arts, Science & Commerce



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Golden Jubilee Year Celebrations

One Week National Level
Professional Development Workshop cum Webinar On

Development of Real-Time E-Content for Virtual Teaching

Monday 13th January - Sunday 19th January, 2020

Organized by

Internal Quality Assurance Cell (IQAC) and
Department of Library & Information Science

Poona College of Arts, Science & Commerce

in collaboration with

Knowledge Bridge, Ahmednagar

Time: 09:00 A.M. to 5:00 P.M.

Venue: PIMSE Conference Hall, 2nd Floor,
AKI's Poona College, Camp, Pune - 411001.



About the College

The Poona College of Arts Science and Commerce was founded in the year 1970 by the Yateemkhana and Madrasa, Anjuman Khairul Islam (Y & M AKI) Trust Mumbai, a philanthropic charitable trust dedicated to the noble cause of the orphans and downtrodden strata of the society and is affiliated to the Savitribai Phule Pune University. In a span of 50 years, the College has expanded into a full-fledged degree college with P. G. centers in Electronics, Computer Science, Organic Chemistry, Zoology, English, Economics, Urdu and Commerce along with being a university recognized M.Phil/Ph.D research center in Commerce, Chemistry & Economics. Among the staff, many are university approved research guides in other subjects as well. Being accredited by NAAC with 'A' Grade in May 2004, the college got re-accredited in 2015. Being fully equipped with modern infrastructural facilities, it has top class faculty members, majority of them being doctorate and a sizable number of M.Phil's. Due to their dedication, the college strength has gone beyond 4000. The university results every year reflects the high degree of academic excellence attained by the students who are also equally proficient in co-curricular activities.

Benefits of Professional Development Workshop (PDW) cum Webinar

Video production generally involves lengthy processes of shooting, screen recording, processing and editing. Another alternative which has recently emerged is video production in Real-time which produces the video instantaneously after the shoot relieving the teacher from the tedious job of editing. Specialized broadcasting/studio level software are available to realize this possibility and during the event one such broadcasting / studio level software will be demonstrated. The benefits of such Real-Time Video production are;

- Instant Video Production—recording begins concurrently when the teacher begins the lecture presentation and video is ready when the teacher stops.
- Multiple Mixing - While teaching the presenter can use PPT presentation, Images, Writing pads by techniques involving PPT Presentation, Writing Videos, Chroma, Images, Multiple Cameras, and Multiple Mics.
- Internet Live Lecturing Possible – Using this teacher can give interactive live webinar through YouTube.
- Cloud Conferencing Possible – using web service like 'ZOOM'.
- Ease to launch – initially the setup may just be with a laptop and a webcam and gradually can be upgraded further involving Professional Cameras and higher end Computers.

Professional Development Workshop (PDW) cum Webinar Objectives

To familiarize the participants with;

- Techniques to plan a video and the resources needed.
- Prearrangements and setup needed before the actual recording.
- Methods to begin using advanced studio level broadcasting software.
- Real Time quality video shooting and onstage training.
- Multiple trials to fine tune the performance.
- Rehearsals with corrective actions and feedback.

Professional Development Workshop (PDW) cum Webinar Outcome

It is mandatory for participants to ensure that his/her video lecture will be ready and uploaded on 'YouTube' before the Programme concludes.

Webinar (Online Training 13-16 January 2020)

Online studio software will be installed using Team Viewer on Participant's Laptop. Online basic essential training will be given through YouTube live link, e-mail, guided videos, and WhatsApp during the above specified dates.

On-Site Training PDW (17-19 January 2020)

Physical presence of all the participants required from 17-19 January 2020.

- Recording of voice in professional quality using minimum gadgets.
- Shooting quality Audio and Video using own smart phone or Web Cam.
- Designing of attractive PPT's and audio narration in own voice.
- Shooting and mixing using Chroma to merge self-presentation with PPT Video.
- Live streaming their teaching and College Events uploading on YouTube.

Prerequisites from Participant

- Participants have to bring their own Laptop, External Microphone, Web Camera, and Chroma Curtain if available.
- Subject related Script, Images and Presentations (PPT).
- Online Studio software will be installed using Team Viewer on participant's Laptop.
- Gadgets needed for developing E-Content (such as Professional Microphones and their attachments, Training DVDs, Chroma Curtain, Mobile Stand and Clip) will also be available for purchase at the PDW venue.

Infrastructure Available at Venue

- High speed Internet connection (100MBPS)
- Computer will be provided on demand if participant is not having laptop.
- Additional computer monitor for secondary display.
- 20W X 4 LED Lights and Chroma Curtain (Limited).

Medium of Instruction : English /Hindi / Marathi

Registration Fee: 4000/- (includes three days working lunch, Morning & Evening Tea).

Payment Mode

1. Demand Draft: in favour of "AKI Poona College Unaided Section Salary" payable at Pune
2. Online mode (RTGS/NEFT/IMPS/NET BANKING etc.)
Name of Account : AKI Poona College Unaided Section Salary.
Name of Bank : Union Bank of India, Pune.
Branch Name : Camp Branch, Pune.
Account Type and number : Current, 321701010037641
IFSC Code : UBIN0532177

Seating Capacity: Out of total 50 seats only 25 are vacant for registration.

Last date for Registration and Payment : 09 / 01 / 2020

Accommodation : Outstation Participants have to arrange for their stay on their own. Assistance will be provided if requested.

Note : Mere online registration does not confirm registration unless payment of registration fee is made. Reserve your seat at the earliest. Please send the scanned/soft copy of payment acknowledgement by email: abdul.quddus@poonacollege.edu.in

Dnyan Prabodhini Mandal's Shree Mallikarjun & Shri Chetan Manju Desai College, Canacona-Goa

In association with

Smt Parvatibai Chowgule College (Autonomous) Margao

A K I's P oona College of Arts, Science and Commerce, Pune

Sophia Girl's College (Autonomous) Ajmer Rajasthan

KLE's Lingaraj College (Autonomous) Belgavi Karnataka

Sangamner Nagarpalika Arts, D J Malpani Commerce and

B N Sarda Science College, Sangamner, Maharashtra

South Asian Institute for Advanced Research & Development (SAIARD)

HVPS Jhunjunwala College, Ghatkopar West Mumbai

S M B S Thorat College, Sangamner

Rayat Shikshan Sanstha's Dhananjayrao Gadgil College of Commerce, Satara

Organized

7-Day Faculty Development Programme on Institutional Benchmarking of Best Practices

8th June to 14th June 2020

As per the MOU, each College was given an opportunity to host the Programme. This was first of its kind Programme in India, where 10 institutes of eminence collaborated. Programme was organized with following Objectives and Learning outcomes:

Objectives:

1. Interact and learn from with partners from different parts of India, discussing challenges and opportunities in post lock-down world from an academic point of view with special reference to National Assessment and Accreditation Council's Process.
2. Provide an understanding on the Innovations, Distinctiveness & Best Practices with reference to all Seven Criteria of NAAC.
3. Develop a closer connection to the people and parties who may provide us with diverse input about the next stage of your journey for our organisations after the lockdown.

Learning Outcomes:

1. To understand the complex process of Best Practices of NAAC with ease.
2. To benefit from the expertise of resource persons and thereby develop an understanding Best Practices.
3. To focus on the development of Institute by bring innovations and distinctiveness in Best Practices Criterion-wise.
4. Provide a framework for Institutionalizing Best Practices of Peer Institutions

Core Values and NAAC Accreditation



Dr. Ganesh Hegde
Adviser, NAAC

National FDP: Day 2 Course: HCI DCA-01: Bad interface design

Not secure | moodle.chowgules.ac.in/moodle/course/view.php?id=1607

Parvati Bai Chowgule College of Arts and Science

Home > DCA-01

Turn editing on

Navigation

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 - Site pages
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 - DCA-01**
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 - Topic 3
 - Topic 4
 - Topic 5
 - Topic 6

News forum

News forum

COURSE TITLE

COURSE HOME

- HOME PAGE- HCI
- COURSE DESCRIPTION & FACULTY DETAILS
- COURSE SYLLABUS

COURSE DETAILS

- COURSE DETAILS
- COURSE OBJECTIVES AND LEARNING OUTCOMES

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Add a new topic...

(No news has been posted yet)

Upcoming events

There are no upcoming events

Go to calendar... New event...

1:25:05 / 2:08:09

Scroll for details

zoom

**EXTENSION ACTIVITIES AND
INSTITUTIONAL SOCIAL RESPONSIBILITIES
(ISR)**

PRESENTED BY :- Dr. KEYA DAS GHOSH

DESIGNATION :- ASSISTANT DIRECTOR AND HEAD OF INSTITUTION,
AMITY UNIVERSITY KOLKATA

EMAIL ID :- kdghosh@kol.amity.edu

zoom

TECHNICAL COMMITTEE

Shri. Vividh Pawaskar
Shri Andrew Baretto
Dr. Mithil Phal Desai
Mrs. Prajyoti Sawant Desai

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DPM, Canacona

Shri. R. D. Desai
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Principal
Shree Mallikarjun College
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Poona

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Principal
Sangmneer College
Sangamneer

Dr. Sr. Pearl
Principal
Sophia Girls' College
Ajmer

Dr. B. Roy Chowdhary
Director
SAIRD
Kolkata



7-Day Faculty Development Programme

on

**FREE
FDP**

Institutional Bench Marking of Best Practices

8th June to 14th June 2020

(4:00 pm to 6:00 pm.)

Organised by

INTERNAL QUALITY ASSURANCE CELLS OF

DPM'S SHREE MALLIKARJUN &

SHRI CHETAN MANJU DESAI COLLEGE, CANACONA-GOIA

&

PARTNER INSTITUTES

Parvatibai Chowgule College of Arts and Science (Autonomous) Margao-Goa

AKI's Pooa College of Arts, Commerce and Science, Camp, Pooa

K.L.E Society's Lingaraj College, Belagavi, Autonomous

Shikshan Prasarak Sanstha Sangamner Nagarpalika Arts, D. J. Malpani Commerce

and B.N. Sarada Science College, Sangamner-

Sophia Girls' College (Autonomous), Ajmer - Rajasthan

South Asian Institute for Advanced Research & Development, Kolkata

**e-Certificate
on the
completion
of FDP**

Concept Note:

Prior to lockdown, various Institutes across the globe had planned many Conferences, Seminars, Symposia and Workshops. But due to global pandemic, all had to be either cancelled or postponed. Initially, there appeared uncertainty but lockdown gave a platform to working from home has opened floods gates to the new areas of discovery such as video conferencing, web conferencing, webcasts, webinars etc. The Webinars have proved their metal in this difficult time hence they will continue to stay even after lockdown as people have become used to this technology.

Objectives:

1. Interact and learn from with partners from different parts of India, discussing challenges and opportunities in post lock-down world from an academic point of view with special reference to National Assessment and Accreditation Council's Process.
2. Provide an understanding on the Innovations, Distinctiveness & Best Practices with reference to all Seven Criteria of NAAC.
3. Develop a closer connection to the people and parties who may provide us with diverse input about the next stage of your journey for our organisations after the lockdown.

Learning Outcomes:

1. To understand the complex process of Best Practices of NAAC with ease.
2. To benefit from the expertise of resource persons and thereby develop an understanding Best Practices.
3. To focus on the development of Institute by bring innovations and distinctiveness in Best Practices Criteria-wise.
4. Provide a framework for Institutionalising Best Practices of Peer Institutions
5. Set institutional benchmarks for self-improvement and assessments

Register Before: 5th June 2020

Registration link: <https://forms.gle/T1KUXH7mbN7xFsHR9>

After Registration download Telegram App and join the Group for future interactions.

SCHEDULE

The Faculty Development Programme will be conducted from **8th June 2020 to 14th June 2020** in Four Sessions of 30 minutes each from **4:00 pm to 6:00 pm**. The Experts will discuss/ share their experiences on Best Practices under Seven Criteria of NAAC.

Date	Best Practices in	Duration
8th June 2020	Curricular Aspects	4:00pm-6:00pm
9th June 2020	Teaching Learning & Evaluation	4:00pm-6:00pm
10th June 2020	Research, Innovations & Extension	4:00pm-6:00pm
11th June 2020	Infrastructure & Learning Resources	4:00pm-6:00pm
12th June 2020	Student Support & Progression	4:00pm-6:00pm
13th June 2020	Governance, Leadership & Management	4:00pm-6:00pm
14th June 2020	Values & Best Practices	4:00pm-6:00pm

INSTRUCTIONS TO PARTICIPANTS

1. Participants must register online through Google Form on or before **5th June 2020**
2. **Attendance is mandatory** for all sessions for the certificate to be issued.
3. All sessions will take place on **Google Meet App**.
4. Google Meet ID & Password will be provided one hour in advance for each session.
5. Only **e-Certificates** will be issued to the participants.
6. **Limited Seats** available (right to selection reserved with the organizers)

RESOURCE PERSONS

Some of India's best brains will act as the Resource Persons representing NAAC, Industry, Academic Administrators, Government Officials and Policy Makers.

TECHNICAL COMMITTEE

Shri. Vividh Pawaskar
Shri Andrew Baretto
Dr. Mithil Phal Desai
Mrs. Prajyoti Sawant Desai

OUR PATRONS

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ORGANIZING COMMITTEE

Dr. F. M. Nadaf
Organizing Co-ordinator
Shree Mallikarjun College, Canacona

Dr. Harish Nadkarni
Organizing Secretary
Chowgule College
Margao-Goa

Mr. Iqbal N. Shaikh
Organizing Secretary
AKI's Poona College,
Poona

Dr. H. Melinamani
Organizing Secretary
Lingaraj College
Belgavi

Dr. Arun Gaikwad
Organizing Secretary
Sangmner College
Sangamner

Dr. Monika Kannan
Organizing Secretary
Sophia Girls' College
Ajmer

For any information Contact:

Dr. F. M. Nadaf 9765459914
Shri. Ramdas Swant 7972225782
Ms. Sargam Bhikar 8806929248

fmnadaf@gmail.com
rbshawant@gmail.com
sargambhikar333@gmail.com

DPM's Shree Mallikarjun &
Shri Chetan Manju Desai College
Canacona-Goa
www.shreemallikarjuncollege.ac.in
shreemallikarjuncollege@gmail.com
0832-2633422/433

Registration link: <https://forms.gle/T1KUXH7mbN7xFsHR9>



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POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2019 - 2020)

I. Basic Details:

Name of The Activity: Take your Classroom Online			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
3/7/2020 & 4/7/2020	Arts, Science & Commerce	IQAC	Mr. Iqbal N. Shaikh 9850602350
Time	Venue	Activity for class/ group student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
4.00 pm - 6.00 pm	Online (ZOOM)	Teaching Faculties 69	Extracurricular

II. Brief Information about the Activity (Criterion no -):

Topic/ Subject of the activity	Take your Classroom Online
Objective for conducting the activity	The Teaching faculty members of Poona College were introduced to Google Classroom, Jam Board and Google Suite.
Methodology	Lecture and demonstrations
Outcome	The teacher were educated and learnt how to use Google Classroom, Jam Board and Google Suite.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Notice	2. Report	3. Screenshot of Invitation
4. Attendance list	5. Photos	



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

Report

Internal Quality Assurance Cell (IQAC), Poona College successfully conducted a 2-Days Workshop titled **“Take your Classroom Online”**. The speakers were **Mr. Farooque Y. Shaikh & Ms. Farhat R.A. Shaikh**, Assistant Professors, Department of Computer Sciences, Poona College. The Workshop was conducted online using Zoom platform on 3rd and 4th July, 2020 at 4.00 pm.

Mrs. Jahanaara Pathan, Head of Department of B.B.A. was the host of the Workshop. The workshop was well received by the teaching faculty member of Poona College and 69 teachers attended the Workshop. The Speaker explained the efficient ways of using Google Classroom, Jam Board and integration of various facilities available in Google Suite.

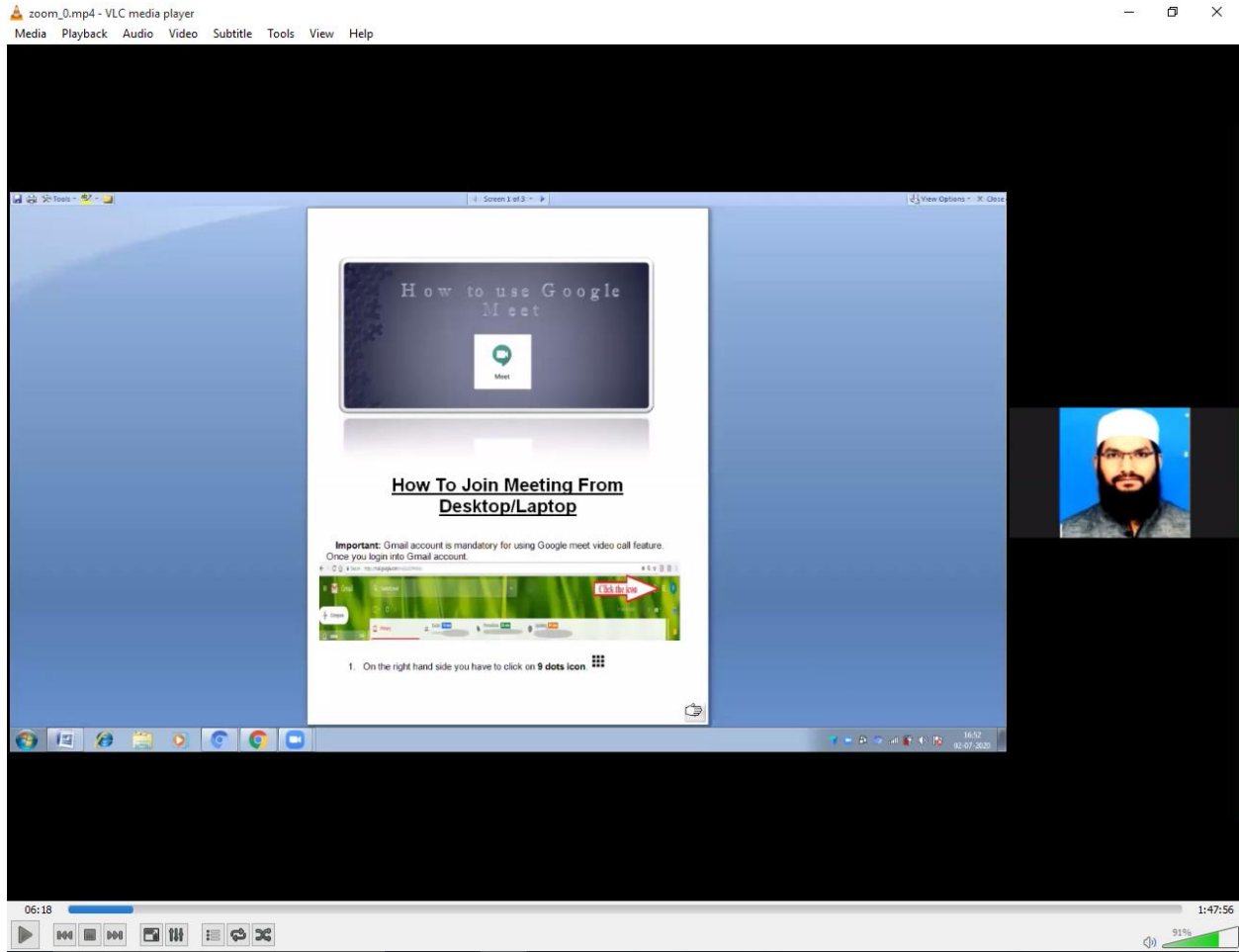
The workshop was very useful for the teachers and helped to take more online classes in a better way.

Mr. Iqbal N. Shaikh

Co-ordinator



PHOTOS

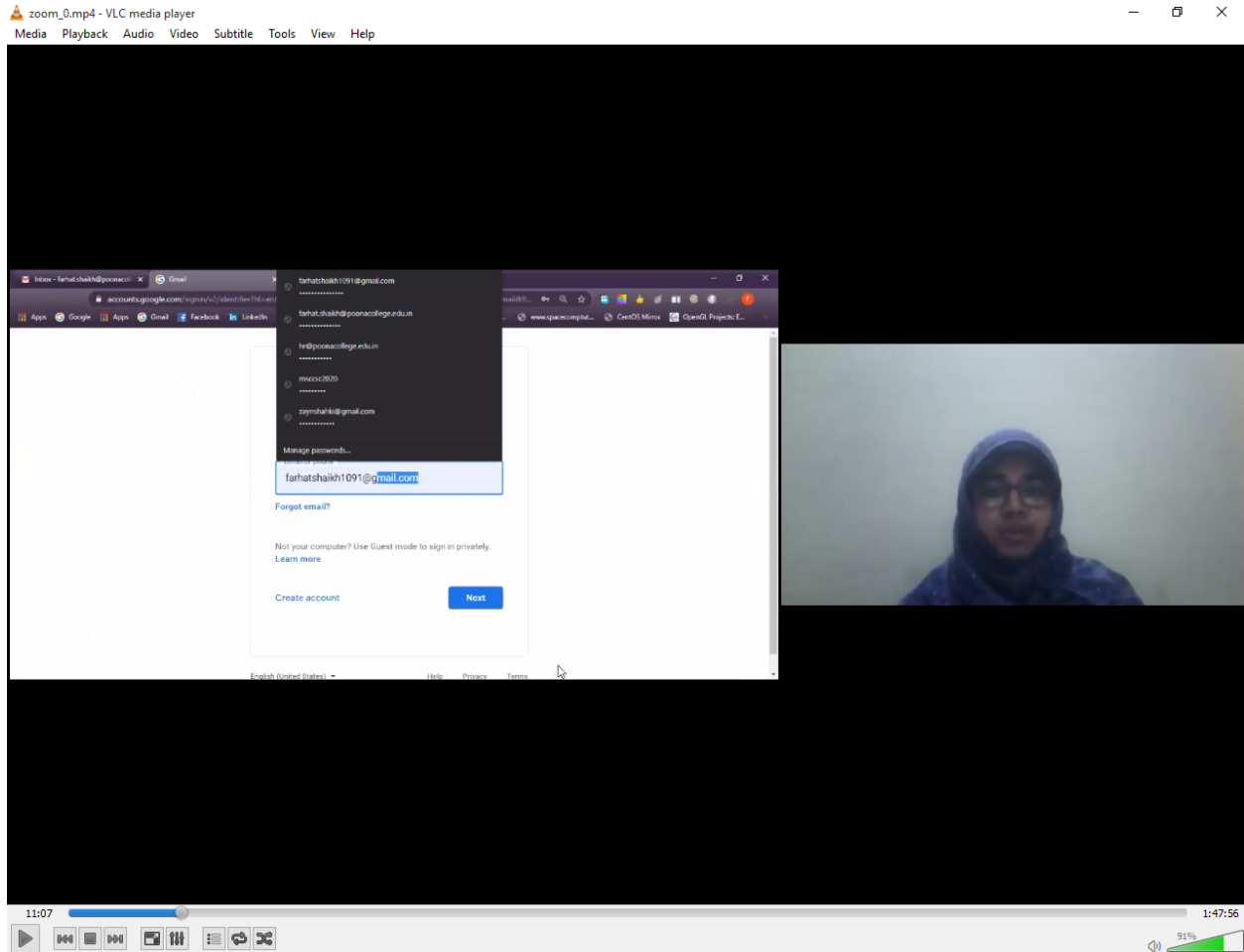


Mr. Farooque Y. Shaikh during the talk



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PHOTOS



Ms. Farhat R.A. Shaikh during the talk



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PHOTOS



**Principal Dr. Aftab Anwar Shaikh addresses the faculty members
during the Workshop**



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NOTICE



Anjuman Khairul Islam's
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE

K. B. Hidayatullah Road, Camp, Pune - 411001. (MS), India

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- Government of Maharashtra and Savitribai Phule Pune University Recognized Minority Institute
- UGC - 2(f) & 12 (B) Status
- NAAC Re-accredited College
- Junior College Index No: J-11.15.004
- DST - FIST Sponsored Institute

Professor (Dr.) Aftab Anwar Shaikh
M.Com, Ph.D (Busi. Admin.)
PRINCIPAL

Tel.: +91-20-2645 4240 / 2644 6319.
Email: principal@akipoonacollege.ac.in
Website : www.akipoonacollege.ac.in

Notice

1 July, 2020

The teaching faculties of Poona College are invited to join a 2-days workshop titled **"Take your Classroom Online"** organized by IQAC, Poona College. The speakers of the Workshop are **Mr. Farooque Y. Shaikh & Ms. Farhat R.A. Shaikh**, Assistant Professors, Department of Computer Science, Poona College of Arts, Science & Commerce. The Workshop will be conducted ONLINE using Zoom platform. The workshop will be conducted on 3rd and 4th July, 2020 at 4.00 pm.

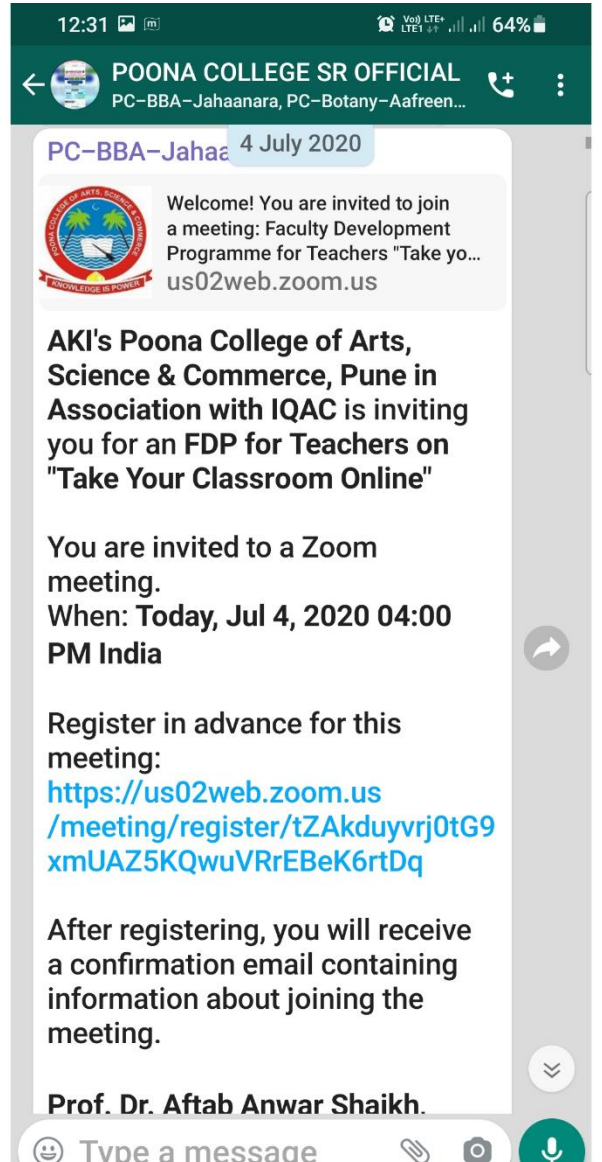
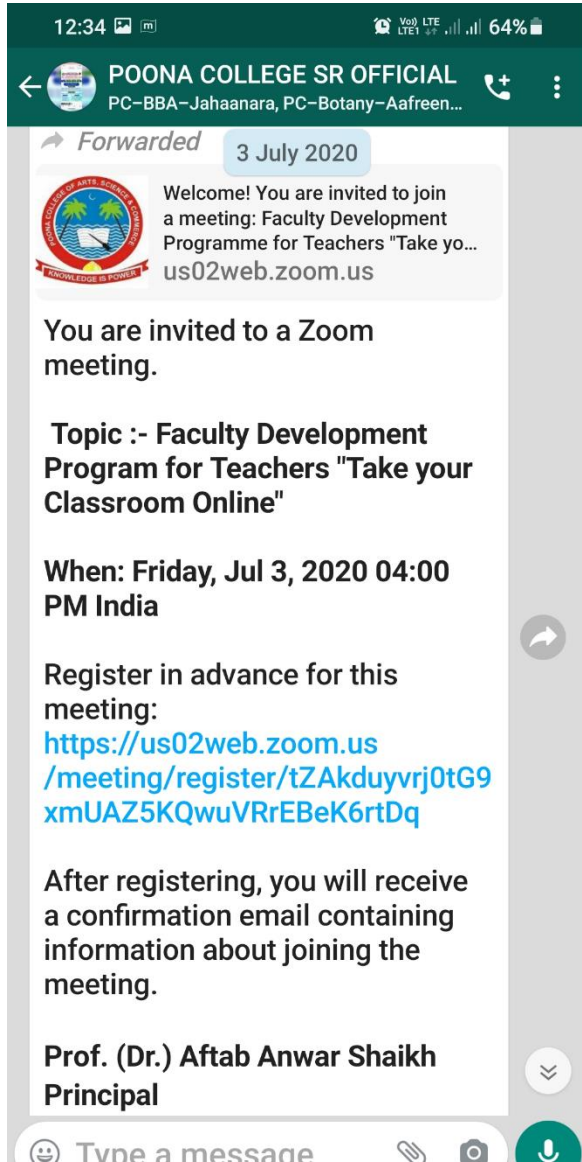
The zoom link for the Meet will be sent in due course on the official Whatsapp group "POONA COLLEGE SR OFFICIAL". All the teachers are advised to attend the Workshop.

Mr. Iqbal N. Shaikh
Co-ordinator



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SCREENSHOT OF ZOOM INVITATION





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ACTIVITY REPORT

(2019 - 2020)

I. Basic Details:

Two days Faculty Development Programme on "Art of Teaching with latest technologies using Google Educational Apps"			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
9/12/2019 & 10/12/2019	BBA(CA)& Computer Science	BBA(CA) & Computer Science	Mr. Mirza Imran Baig Mr. Imran Qureshi
Time	Venue	Activity for class/ group & student number	Nature: Academic/co-curricular / extracurricular/ Environmental/ social/ other
10:00 am - 4:00 pm	Computer Science Lab	17	Academic

II. Brief Information about the Activity (Criterion no -)::

Topic/ Subject of the activity	Two days Faculty Development Programme on Art of Teaching with latest technologies using Google Educational Apps
Objective for conducting the activity	To foster the level of technical teaching and the knowledge, skills, and professional competence among faculty members.
Methodology	Presentation & Practical
Outcome	The participants got ample opportunity to learn the latest technologies using Google educational apps.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Notice	2. Attendance	3. Report
4. Photos	5.	



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Report on Two Days Faculty Development Program On

Art of Teaching with latest technologies using Google Educational Apps.

Date:- 9th & 10th December 2019

Department of BBA-CA and BSc. Computer Science organized two days Faculty Development Programme on Art of Teaching with latest technologies using Google Educational Apps on 9th & 10th December 2019 at Department of Computer Science.

The objective of this FDP was to foster the level of technical teaching and the knowledge, skills, and professional competence among faculty members. In this FDP, 17 faculties participated.

On Day-1 Mr. Mahtab Alam welcomed the participants and shared his views on the Importance of Professional efficiency in higher educational institutions.



Mr. Mahtab Alam delivering welcome Speech 09/12/2019



Mr. Imran Qureshi conducting session 1 on Google educational Apps. 09/12/2019

Mr. Imran Qureshi was the keynote speaker. In the technical session he focused on how the various applications of internet could be used in teaching. During the programme, the participating teachers learned about the various aspects of internet applications and

how these applications could be used in cloud storage.

Mr. Imran Qureshi, Assistant Professor Computer Science highlighted the importance of integrating technology into teaching in sustaining academic vitality. He took the session on Managing the Classroom and Dealing with Students. He discussed the proactive and reactive strategies of classroom management, emphasizing how important classroom management is in the effective learning of the students.



Day 2 started with a session on Preparing to Teach by Mr. Mirza Imran Baig, Assistant Professor, Department of BBA-CA. he talked about the significance and requirement of planning for the first day of the class. The session was followed by hands-on exercise for creating Google forms,

Google sheets where the participants designed the course objectives, outcomes & contents of a new course. The concept of flipped classroom was also shared with the participants. He shared his tips for creating a learning environment in the classroom. The session concluded with an activity where a real classroom scenario was created and the participants used various techniques to handle the classroom as a teacher. The programme was well-received by the faculty members. In this session Mr. Mirza Imran Baig gave live demonstrations as how to use the Internet for recording the lectures. The participants got ample opportunity to learn the techniques as to how to create QR codes for videos.



Vote of thanks proposed by Ms. Shabana Mulla
10/12/2019

Finally the FDP end up with assignment and quiz that participant had to compete within given stipulated time period. There was also a discussion forum where any participant can make their comments related to their learning experience as well as any difficulty if they are facing. The sessions and the FDP was concluded with a

vote of thanks by Ms. Shabana Mulla, Assistant Professor Department of BBA-CA. The participants got ample opportunity to learn the techniques. The FDP was a successful one and all the participants appreciated it.



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NOTICE

Date: 01-12-2019

DEPARTMENT OF BBA-CA & COMPUTER SCIENCE

Faculty Development Programme

All the staff members of BBA-CA & Computer Science are hereby informed to register for **Faculty Development Programme (FDP)** entitled **“Art of Teaching with latest technologies using Google Educational Apps”** Scheduled on 9th & 10th December 2019 at Computer Science department from 10.00 a.m.

Attendance is **COMPULSORY**.

Dr. Aftab Anwar Shaikh

Principal



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ACTIVITY REPORT

(2019 - 2020)

I. Basic Details:

Name of The Activity: Two-day Knowledge Resource training workshop for knowledge Resource Staff: Knowledge Resource Centre Space Planning			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
19 th and 20 th August 2019	Knowledge Resource Centre	Knowledge Resource Centre	Dr. Shaikh Mohd juber Addul Majeed
Time	Venue	Activity for class/ group & student number	Nature: Academic/co-curricular / extracurricular/ Environmental/ social/ other
10 am to 4.00 pm	Knowledge Resource Centre	06	Co - Curricular

II. Brief Information about the Activity (Criterion no -):

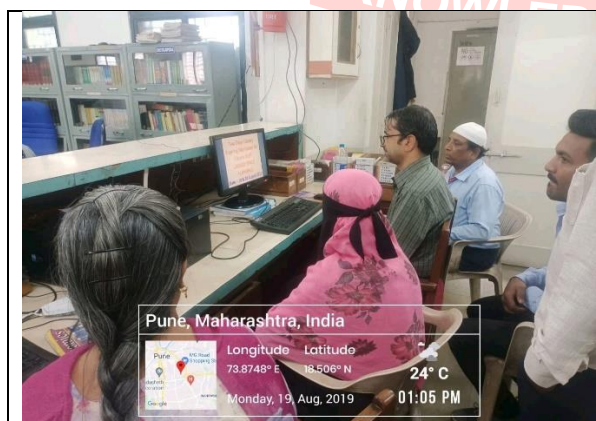
Topic/ Subject of the activity	Two Days Knowledge Resource training workshop for knowledge Resource Staff: Knowledge Resource Centre Space Planning
Objective for conducting the activity	<ol style="list-style-type: none">1. To provide basic details of knowledge Resource Centre2. To provide training on how to retrieve and place a book as per the classification scheme,3. Provide information on Layout Information and IT integration system etc
Methodology	Training and Lecture
Outcome	<ul style="list-style-type: none">• Staff understood basic details of knowledge Resource Centre• They can to retrieve and place a book as per the classification scheme.• They understood layout information and IT integration system at knowledge resource Centre

Report

TWO DAYS KNOWLEDGE RESOURCE TRAINING WORKSHOP FOR KNOWLEDGE RESOURCE STAFF: KNOWLEDGE RESOURCE CENTRE SPACE PLANNING

Two days Knowledge Resource Training Workshop For Knowledge Resource Staff: Knowledge Resource Centre Space Planning was organized on 19th and 20th August 2019 in Knowledge Resource Center

Dr. Shaikh Mohd Juber Abdul Majeed of Knowledge Resource Center, explained to the members how to retrieve and place a book as per the classification scheme. He explained layout information and IT integration system at knowledge resource Centre. The staff were motivated to do actual procedure and actual working on classification.



Knowledge Resource Center staff actively participating in Space Planning Workshop



Staff participating in practical training



AKI's
Poona College of Arts, Science And
Commerce

K.B.Hidayatullah Road,Camp,Pune-411001

KNOWLEDGE RESOURCE
CENTRE

*Two days Knowledge Resource training workshop for
knowledge Resource Staff: Knowledge Resource
Centre Space Planning*

Venue-Knowledge Resource
Centre

Date:19th and 20th August
2019



NOTICE

Date: -12.01.2019

**TWO DAY KNOWLEDGE RESOURCE TRAINING WORKSHOP FOR KNOWLEDGE RESOURCE
STAFF: KNOWLEDGE RESOURCE CENTRE SPACE PLANNING**

Knowledge Resource Training Workshop for Knowledge Resource Staff: Knowledge Resource Centre Space Planning has been organized for Knowledge Resource Centre staff on 19th and 20th August 2019

Venue- Knowledge Resource Center

Timings:10.00 am to 04.00pm

Following staff members knowledge resource centre are instructed to attend without fail.

Sr.No	Name of the Non-teaching staff
1	Mr.Imran Saudagar
2	Ms. Shaikh Rubina F. M.
3	Mr. Arif Salauddin Shaikh
4	Mr.Ikramuddin
5	Minhaj Shaikh
6	Mr.Sadik shaikh

Dr.Aftab Anwar Shaikh
Principal



ACTIVITY REPORT

(2019 – 2020)

I. Basic Details:

Name of The Activity: Two Days Faculty Grooming Program			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
10 th & 11 th September, 2019	Commerce Department	Commerce Department	Mr. Fazil Shareef 9730474008
Time	Venue	Activity / group & student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
11.00 am to 4.00 pm	Commerce Department	10	Co - Curricular

II. Brief Information about the Activity (Criterion no -):

Topic/ Subject of the activity	Two Days Faculty Grooming Program
Objective for conducting the activity	<ol style="list-style-type: none">1. To take efforts for improving quality of teaching and make learning process interesting and enjoyable for students.2. To improve Leadership skills, enhancing Attractive Leadership skills3. To develop faculty Soft skills & Personality Development
Methodology	Lecture
Outcome	<ol style="list-style-type: none">1. Staff understood different Methods & Techniques for Self-Management2. The grooming of teachers enhanced positive relationships and mutual respect between students and faculty.



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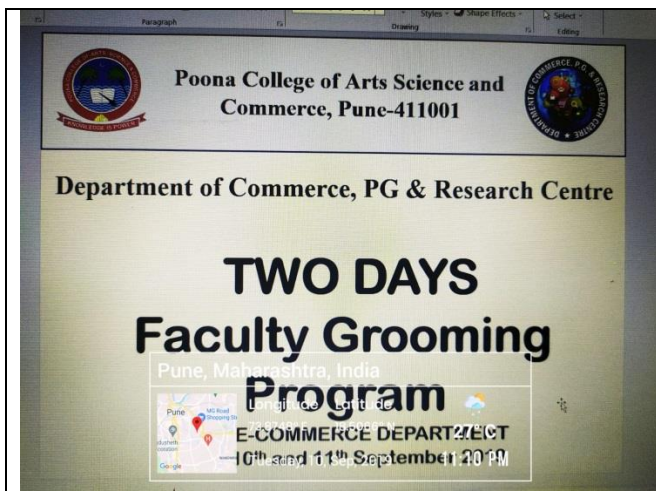
REPORT ON TWO DAYS FACULTY GROOMING PROGRAM

A Two- Day Faculty Grooming Programme on 'Soft Skills and Personality Development' was conducted on **10th & 11th September, 2019** for the Commerce faculty of Poona College, by Dr. Shirin Shaikh.

This FDP aimed at:

- Informing,
- Educating and
- Persuading the teaching faculty to develop their soft skills and personality to be great teachers & better mentors.

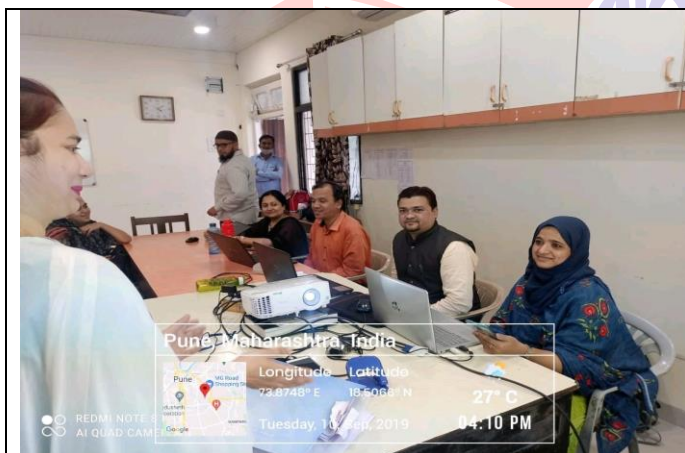
Day-1 The first day focused on 'Introduction to Soft Skills & Personality Development' where the participants were sensitized about the importance of developing soft skills and personality. This session enlightened the faculty by being teachers they are role- models to the students and hence, there is great necessity to develop their soft skills and their personality. And focused on Effective Communication Skills, session dealt with the importance of Non-Verbal Communication. In this session, the participants were made to understand the significance of various communication channels and the barriers, thus the participants comprehended effective communication skills. After break in second session Dr. Shirin guided on the significance of mentoring. Every teacher has to act as a mentor for the students to make them better human beings and thus build a better society. This session emphasized on the methodology and nuances of mentoring.



Commerce Department organized 2 days faculty Grooming Program for Commerce Staff Members (10th September, 2019)

Dr. Shirin Shaikh, guiding regarding Grooming of ourselves (10th September, 2019)

Day-2 On Second day, first session was on Change Management. It dealt with the significance of change, methodology and tips for better change management. Which includes Self-Management Skills also. This session dealt with the tips to improve all the skills like, time Management, Stress Management, Positive Thinking etc. The second session was on Leadership Skills. This session dealt with the significant contribution of leaders to the society, the importance of grooming leaders and specific leadership qualities and skills. and session was on Creativity and lateral Thinking. The session highlighted the importance of being creative and thinking out of the box factor.



Special Question Answer session was conducted, which clarifies staff queries. (10th September, 2019)

Mr. Vakeel sayyad, Proposed Vote of Thanks. (10th September, 2019)

AKI's
POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE
CAMP, PUNE

NOTICE

Date: -08.09.2019

**TWO DAYS FACULTY GROOMING
PROGRAM**

Two days Faculty Grooming program for Commerce Department staff has been organised on **10th & 11th September, 2019**

Venue-**Commerce Department**
Timings -**11.00 am to 4.00 pm**

All the staff member of commerce department are advised to attend same.

Principal

Personal Grooming :
 Grooming involves all the aspects of your body

LOOKS:
 Looks always played a very important role in everything a person does.

CONVERSATION SKILLS:
 Conversation skills too, make a huge impact.

ATTITUDE:
 Attitude, here, does not mean pride or ego. Attitude means confidence and determination.



cgd-sharia.blogspot.com

Lets create an impression



Two Days Faculty Grooming Program

Venue-Commerce Department
 Date- 10th & 11th September, 2019
 Timings -11.00 am to 4.00 pm





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ACTIVITY REPORT

(2019 - 2020)

I. Basic Details:

Name of The Activity: Two day Workshop for non-teaching staff -Examination and Evaluation			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
18/07/2019 and 19/07/2019	Exam Department	Exam Department	Mr.Fahimuddin and Mrs.Nazma Pathan
Time	Venue	Activity for class/ group & student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
11.00 am to 5.00 pm	Examination Department	11	Co - Curricular

II. Brief Information about the Activity (Criterion no -):

Topic/ Subject of the activity	Two days Workshop for non teaching staff -Examination and Evaluation
Objective for conducting the activity	<ol style="list-style-type: none">1. To provide pre and post examination training to the non teaching staff2. To guide on examination management system and provide information creating batches for marks entry3. To provide theory and practical examination guidelines as per Savitribai Phule Pune University
Methodology	Lectures as well as practical training
Outcome	<ul style="list-style-type: none">• Non teaching staff understood the system and procedure of examination• Non teaching staff understood the procedure of creating batches for online marks entry

REPORT

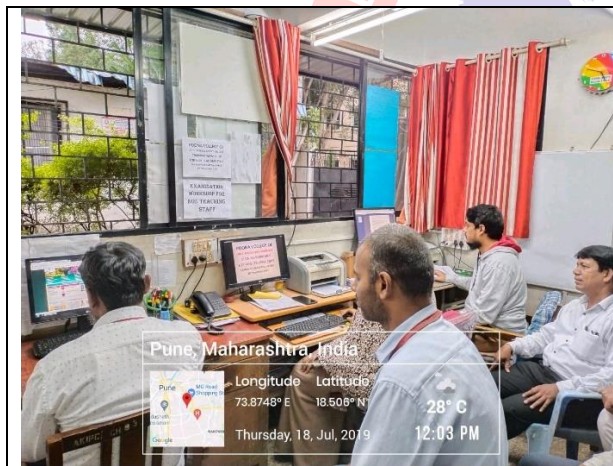
Two days Workshop for non teaching staff -Examination and Evaluation

Workshop on Examination was organized on 18/07/2019 and 19/07/2019 successfully for non teaching staff. **11(Eleven)** non teaching staff participated in it. It was organized under the able guidance of Principal Dr. (Prof.) Aftab Anwar Shaikh.

Mr.Fahimuddin, Assistant professor, BCA department explained examination rules and regulations of Savitribai Phule University.

Mrs.Nazma Pathan focused on guidelines of practical examination, mark entry, teacher allotment, student marksheet record management, examination pre and post management, submission of marks, supervision rules, filing management, CAP rules, question papers setting for internal Exam etc.

Mr.Fahimuddin proposed vote of thanks.



Mr.Fahimuddin is explaining examination online system for examination staff



Mrs.Nazma Pathan is showing practical mark entry system



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POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

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**Two days workshop for non teaching staff
-examination and evaluation**



Venue-Exam Department

Date:18/07/2019 and 19/07/2019



NOTICE

Date: -11.07.2019

Two days workshop for non teaching staff - examination and evaluation

Two days workshop for non teaching staff -Examination and Evaluation has been organized for non teaching staff 18/07/2019 and 19/07/2019 in examination department

Time-11.00 am to 05.00pm

Mr.Fahimuddin Assistant Professor, member of examination committee and Mrs Nazma pathan from examination department will conduct the session.

Following staff member are instructed to attend the two day workshop

Sr.No	Name of the Non Teaching	Sr.No	Name Of the Non-Teaching
1	Mrs Nazma Sajid Khan	7	Mr.Rizwan Shaikh
2	Mr.Salim Abdul Majid Shaikh	8	Mr.javed Shaikh
3	Mr. Sayed Ismail P.	9	Mr.Mohsin Mulani
4	Mr. Sadik Pathan Usmakhan	10	Ms.Mohsina Mujawar
5	Mr.Akbar Pathan	11	Ms.Anjum shaikh
6	Mr. Tamboli Azeem Yunus		

Dr. Aftab Anwar Shaikh
Principal



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POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

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ACTIVITY REPORT

(2019 - 2020)

I. Basic Details:

Name of The Activity:			
E-Content Management Session			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
8/10/2020	Arts, Science & Commerce	IQAC	Mr. Iqbal N. Shaikh 9850602350
Time	Venue	Activity for class/ group student number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
11.30 am - 01.00 pm	Online (ZOOM)	Teaching Faculties 73	Extracurricular

II. Brief Information about the Activity (Criterion no -)::

Topic/ Subject of the activity	E-Content Management Session
Objective for conducting the activity	The Teaching faculty members of Poona College were introduced to newer and more efficient ways of taking online classes and online record keeping
Methodology	Lecture and demonstrations
Outcome	The teacher were educated and learnt methods of online record keeping.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Notice	2. Report	3. Screenshot of Invitation
4. Attendance list	5. Photos	



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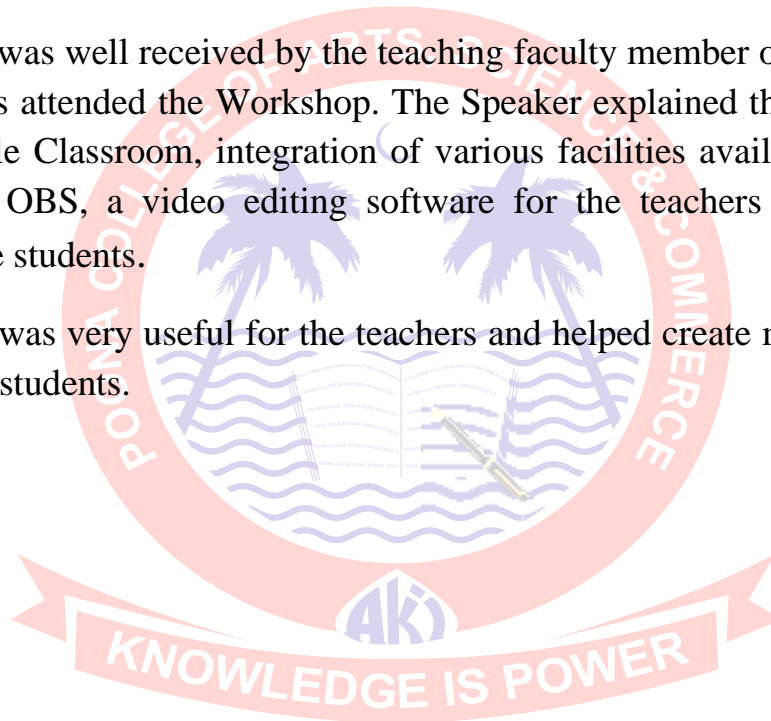
(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

Report

Internal Quality Assurance Cell (IQAC), Poona College successfully conducted a **one day Workshop titled “E-Content Management Session”**. The speaker was Dr. Amjad Shaikh, Assistant Professor, Department of Mathematics, Poona College. The Workshop was conducted online using Zoom platform on 8th October, 2020 at 11.30 am.

The workshop was well received by the teaching faculty member of Poona College and 73 teachers attended the Workshop. The Speaker explained the efficient ways of using Google Classroom, integration of various facilities available. Dr. Amjad also spoke of OBS, a video editing software for the teachers to create video contents for the students.

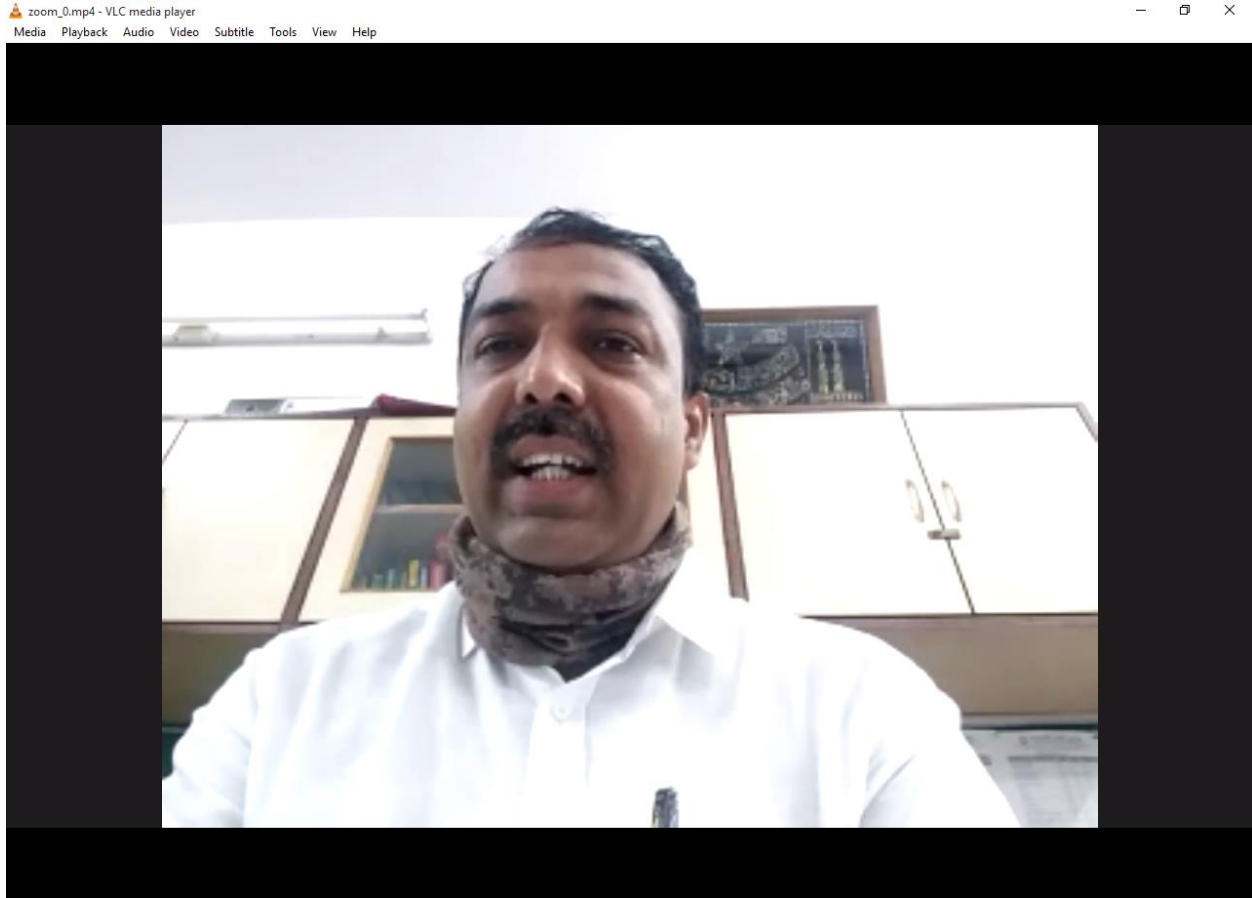
The workshop was very useful for the teachers and helped create more meaningful content for the students.





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PHOTOS

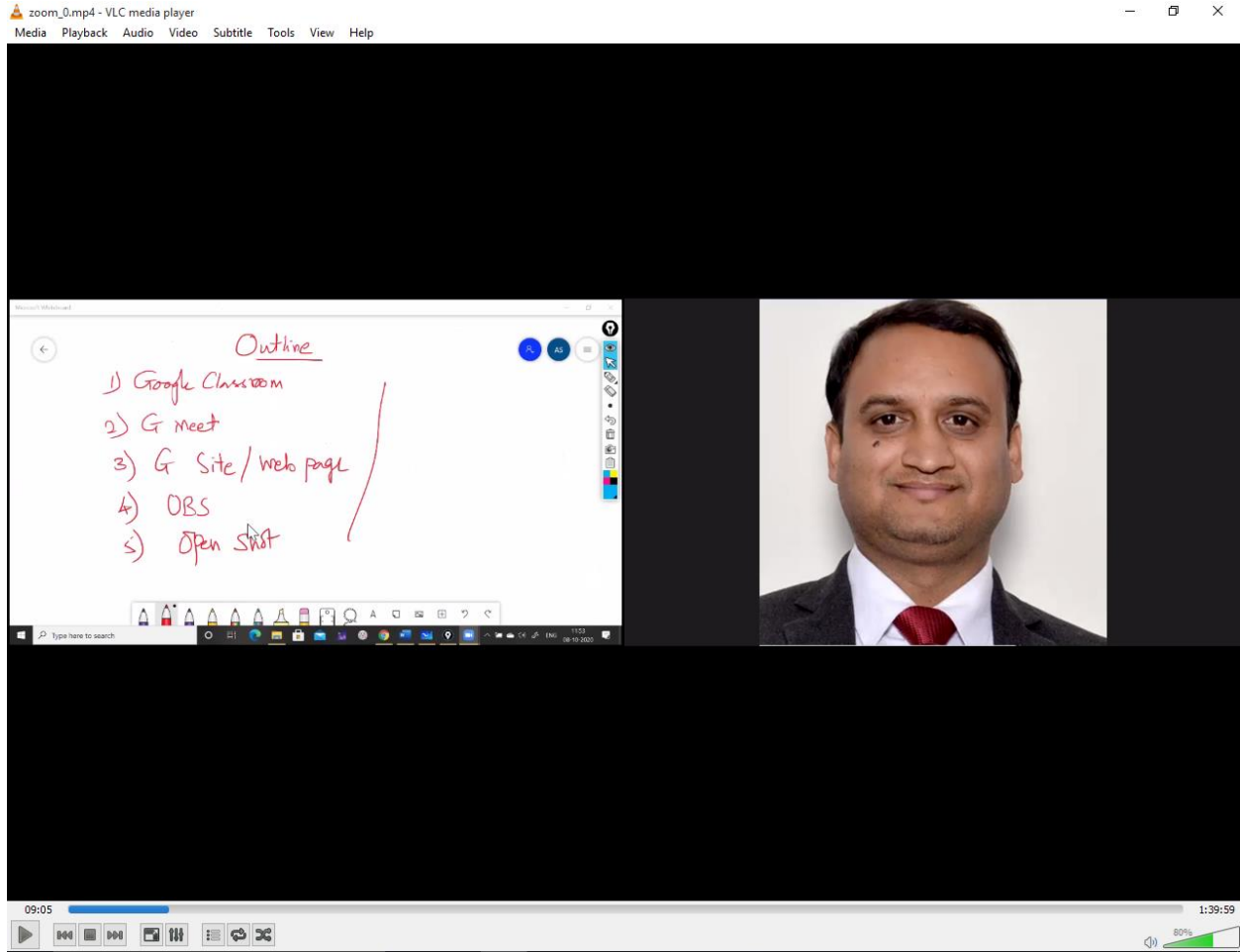


Mr. Iqbal N. Shaikh, Coordinator, introducing the speaker, Dr. Amjad Shaikh



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PHOTOS



Dr. Amjad Shaikh during the talk



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**POONA COLLEGE
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PHOTOS

The screenshot shows a Zoom meeting window. The main content is a YouTube Studio channel page for 'Amjad Shaikh'. The page displays 'Channel videos' with a table of uploads. The table has columns for 'Video', 'Visibility', 'Restrictions', 'Date', 'Views', and 'Comments'. One video is listed with the title 'Amjad' and a description 'Add description', published on Oct 8, 2020, with 0 views and 0 comments. The video is public and has no restrictions. The YouTube Studio interface includes a sidebar with navigation options like Dashboard, Videos, Playlists, Analytics, Comments, Settings, and Send feedback. The Zoom meeting interface shows a grid of participants on the right side, with a 'W' logo and a 'FS' logo visible. The system tray at the bottom shows the time as 12:58 on 08-10-2020 and the language as ENG. The VLC media player interface is visible at the top, showing the video is paused at 1:14:14 out of 1:39:59.

Dr. Amjad Shaikh answering queries from the audience



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NOTICE



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- DST - FIST Sponsored Institute

Professor (Dr.) Aftab Anwar Shaikh
M.Com, Ph.D (Busi. Admin.)
PRINCIPAL

Tel.: +91-20-2645 4240 / 2644 6319.
Email: principal@akipoonacollege.ac.in
Website : www.akipoonacollege.ac.in

Notice

6th October, 2020

IQAC, Poona College invites to a one day workshop titled "**E-Content Management Session**". The speaker of the Workshop is **Dr. Amjad Shaikh**, Assistant Professor, Department of Mathematics, Poona College of Arts, Science & Commerce. The Workshop will be conducted ONLINE using Zoom platform at 11.30 am. The zoom link for the Meet will be sent in due course on the official Whatsapp group "POONA COLLEGE SR OFFICIAL".

All the teachers are advised to attend the Workshop.

Mr. Iqbal N. Shaikh
Co-ordinator



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

SCREENSHOT OF ZOOM INVITATION

3:56 [VoLTE] [LTE] [Signal] [14%]

← POONA COLLEGE SR OFFICIAL [Phone] [More]
PC-BBA-Jahaanara, PC-Botany-Aafreen...

Ok 8 October 2020 11:08 am

PC-Chem-Prof Iqbal Shaikh
→ Forwarded

zoom Join our Cloud HD Video Meeting
Zoom is the leader in modern
enterprise video communications, ...
zoom.us

Poona College Admin is inviting
you to a scheduled Zoom meeting.

Topic: **E-content management
session** by Dr. Amjad Shaikh,
Assistant Professor Department
of Mathematics Poona College
Pune
Time: Oct 8, 2020 11:30 AM
Mumbai, Kolkata, New Delhi

Join Zoom Meeting
[https://zoom.us/j/91358628557
?pwd=NU5OeFVwN3BrR3QwM3lx
QndpYINmZz09](https://zoom.us/j/91358628557?pwd=NU5OeFVwN3BrR3QwM3lxQndpYINmZz09)

Meeting ID: **913 5862 8557**
Passcode: 271527 11:30 am



Y & M Anjuman Khairul Islam's

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ACTIVITY REPORT

(2019-20)

I. Basic Details:

Name of The Activity: Training Workshop for Non-Teaching staff on 'Online Admission Procedure Through Vriddhi Online for the Academic Year 2020-21'			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
24/07/2020	IQAC	IQAC	Mr. Iqbal N. Shaikh (9850602350)
Time	Venue	Activity for & number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
5:30 pm	Online on Zoom Platform	For Non-teaching staff of Poona College (65)	Social

II. Brief Information about the Activity (Criterion no -)::

Topic/ Subject of the activity	Training Workshop for Non-Teaching staff on 'Online Admission Procedure Through Vriddhi Online for the Academic Year 2020-21'
Objective for conducting the activity	To make non-teaching staff sound with the online admission process using online admission application
Methodology	Online Training Workshop
Outcome	Through the demonstration given by Mr. Abdul Quddus (Assistant Professor, Department of Computer Science), college non-teaching staff get familiar with the online admission process that they have to do using Vriddhi Online, an online admission application.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Notice	2. Detailed Report	3. Zoom session photos
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Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

Training Workshop for Non-Teaching staff on 'Online Admission Procedure Through Vriddhi Online for the Academic Year 2020-21

DETAILED REPORT

Date: 25th July 2020

Venue/Mode: Online Through ZOOM Platform

AKI's Poona College of Arts, Science & Commerce, Camp, Pune has organized Training Workshop for Non-Teaching staff on 'Online Admission Procedure Through Vriddhi Online' on 24th July 2020. The sole purpose of the training workshop was to make non-teaching staff sound with the online admission process using online admission application. This workshop was conducted by the Internal Quality Assurance Cell (IQAC) under the responsibility of Mr. Iqbal N. Shaikh, Vice Principal and IQAC Coordinator. Dr. Aftab Anwar Shaikh proposed the introductory remark of the workshop and encourage non-teaching staff to work differently during online admission process. Mr. Abdul Quddus, Dr. Imran Mirza Baigh and Mr, Umar Shaikh have demonstrated different procedures of online admission through

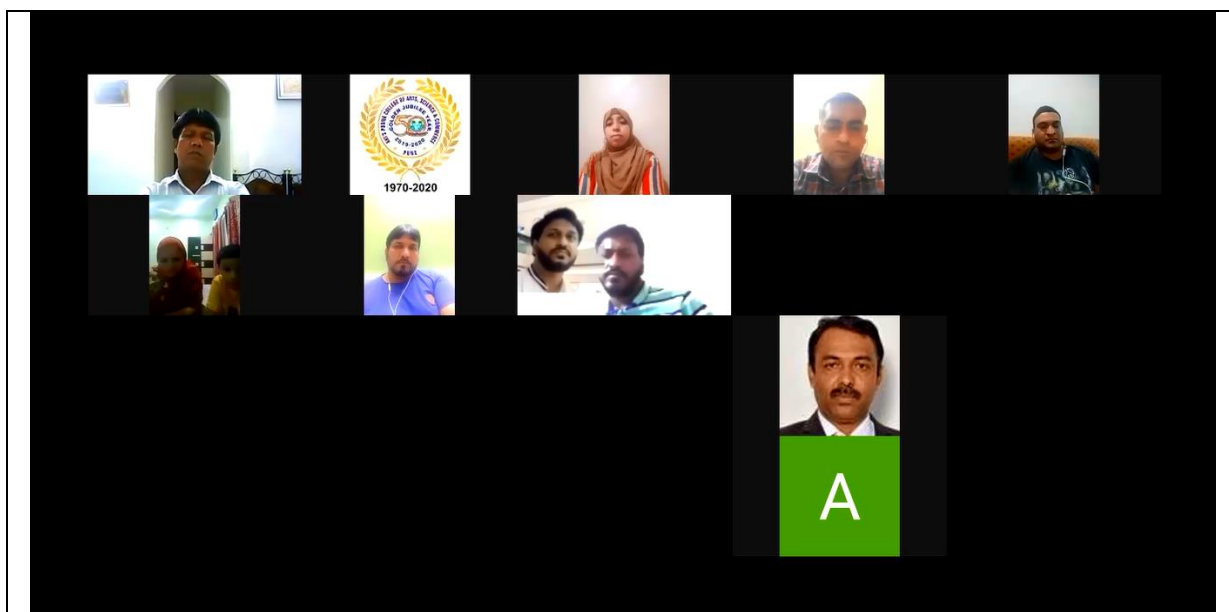


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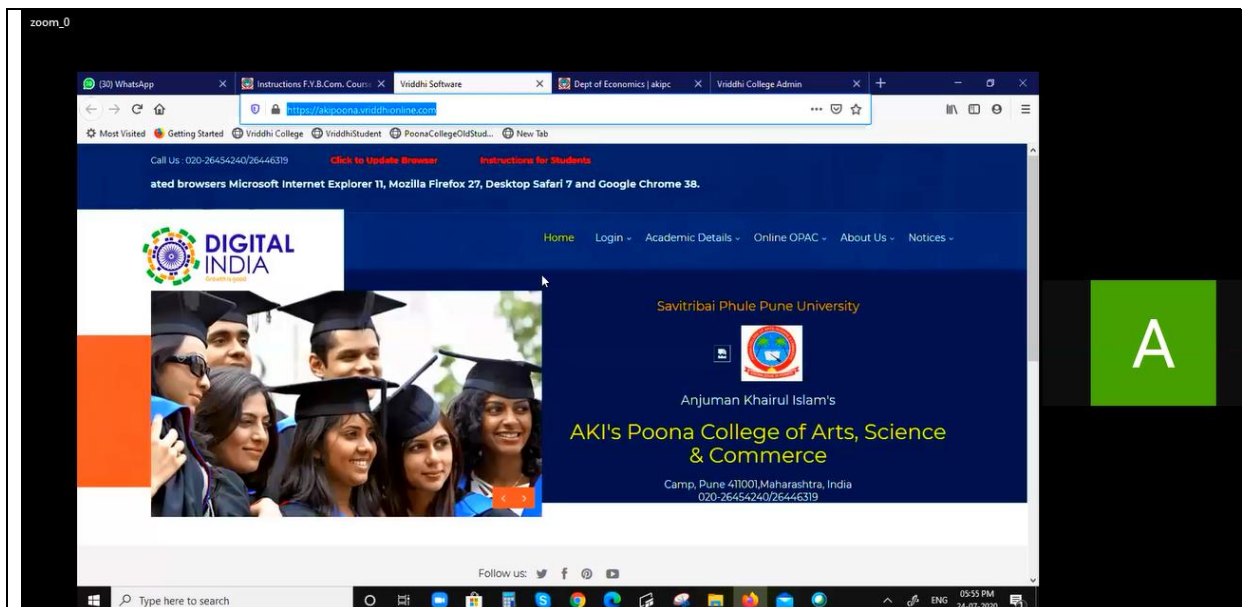
Vriddhi Online like how to verify documents of students and how to deal with technical issues and all. Vote of thanks was proposed by Mr. Iqbal N. Shaikh (Vice Principal and IQAC Coordinator).



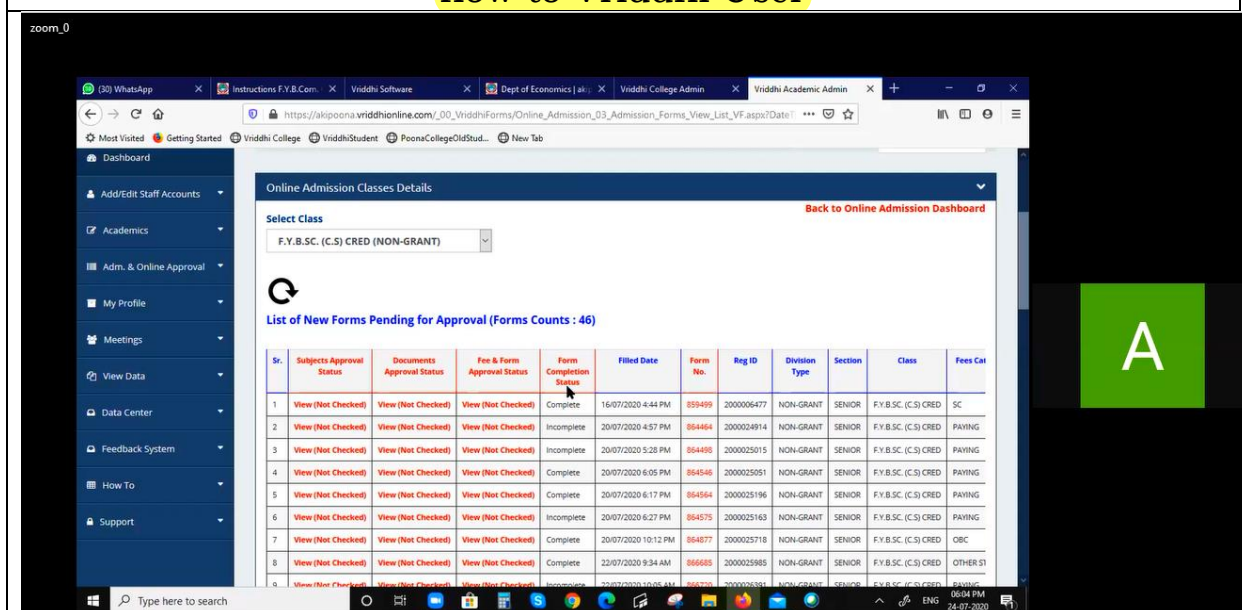
Participants during Training Workshop for Non-Teaching staff on 'Online Admission Procedure Through Vriddhi Online for the Academic Year 2020-21'



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Mr. Abdul Quddus (Assistant Professor) giving demonstration how to Vridhhi User



Mr. Abdul Quddus (Assistant Professor) giving demonstration how to Status of admission form filled online by the applicant



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OF ARTS, SCIENCE AND COMMERCE**
(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

R	S	T	U	V	W	X	Y
10	1	9850018558	19fatimah@gmail.com				AKI'S POONA COLLEGE OF ARTS, SCIENCE & COMMERCE, PUNE
11	2	9764955633	faizan705786@gmail.com				ANGLO URDU BOYS HIGH SCHOOL & JUNIOR COLLEGE, PUNE
12		9730474008	fazlishareef@gmail.com	632	650	97.23	
13		7385866518	siddiqui.nazreen123@gmail.com	480	650	73.85	
14		982255248	irefrinri@gmail.com	455	650	70	
15		989015937	shahidkare482@gmail.com	462	650	71.08	
16		7264872775	majidkachi@gmail.com	420	650	64.62	
17		8530247461	sayedtabassum809@gmail.com	498	650	76.62	
18		9905497134	kailassikare1859@gmail.com	521	650	80.15	
19		9850046563	roshak27@gmail.com	390	650	60	
20		9145776558	esha.manda10104@gmail.com	344	500	68.8	
21		8793186645	ayeshak09@gmail.com	560	650	86.15	
22		9168215552	sami.namohammed@ymail.com	285	650	43.54	
23		9730474008	fazlishareef@gmail.com	3200	650	133.33	
24		9028774803	musalbs012@gmail.com	322	650	49.54	
25		9579740289	anazrana017@gmail.com	330	650	50.77	
26		9284736545	naazminshah00977@gmail.com	413	650	63.54	
27		9975121148	ts1111744@gmail.com	286	650	44	
28		9921636358	junaidskh198@gmail.com	364	650	56	
29		9834882371	aaasyiakzi6885@gmail.com	312	650	48	
30		9921636358	junaidskh198@gmail.com	364	650	56	
31		8459733667	talhakarzi9992@gmail.com	356	650	54.77	
32		8459733667	talhakarzi9992@gmail.com	356	650	54.77	
33		8459733667	talhakarzi9992@gmail.com	356	650	54.77	
34		8459733667	talhakarzi9992@gmail.com	356	650	54.77	
35		7410197625	akashshikar@gmail.com	399	650	61.38	
36		9579237502	sanamulani02@gmail.com	373	650	57.38	
37		7517495351	s.yashfeen7@gmail.com	480	650	73.85	
38		7013971089	shakikat4273@gmail.com	443	650	68.15	
39		8668464262	mominirb22@gmail.com	513	650	78.92	
40		9075893084	navedsayed46@gmail.com	432	650	66.46	
41		7972521285	askfnoona@gmail.com	523	650	80.46	
42		9907357408	66smeershaikh99@gmail.com	341	650	52.46	

Mr. Ismail Shaikh (Non-teaching Staff) practicing how to access merit form through viddhi online application

poona.viddhionline.com

Admission Forms Summary Till Date
Click Here

Admission Forms Lists View/Approve
Click Here

Filtered Admission Forms List View/Approve

Mr. Ayaz Khan (Non-teaching Staff) practicing how to access admission form with respect to different filters through viddhi online portal



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Mr. Iqbal N. Shaikh (Vice Principal and IQAC Coordinator)
Proposing Vote of Thanks



Anjuman Khairul Islam's
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE

K. B. Hidayatullah Road, Camp, Pune - 411001. (MS), India

- Affiliated to Savitribai Phule Pune University: ID No PU/PN/ASC/023/1970
- Government of Maharashtra and Savitribai Phule Pune University Recognized Minority Institute
- UGC - 2(f) & 12 (B) Status
- NAAC Re-accredited College
- Junior College Index No: J-11.15.004
- DST - FIST Sponsored Institute

Professor (Dr.) Aftab Anwar Shaikh
M.Com, Ph.D (Busi. Admin.)
PRINCIPAL

Tel.: +91-20-2645 4240 / 2644 6319.
Email: principal@akipoonacollege.ac.in
Website : www.akipoonacollege.ac.in

NOTICE

Date: 21/07/2020

All the non-teaching staffs are hereby informed that our college is organizing a **Training Workshop for Non-Teaching staff on 'Online Admission Procedure Through Vriddhi Online for the Academic Year 2020-21'** on 24th July 2020 at 5:30 pm through ZOOM platform. All are advised to attend the same.

Dr. Aftab Anwar Shaikh
Principal



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2019-20)

I. Basic Details:

Name of The Activity: Workshop on 'Education Transformation in Post Covid World'			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
25/06/2020	IQAC	IQAC	Mr. Iqbal N. Shaikh (9850602350)
Time	Venue	Activity for & number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
11:30 am	Online on Zoom Platform	For Faculty Members of Poona College (92)	Social

II. Brief Information about the Activity (Criterion no -)::

Topic/ Subject of the activity	Workshop on 'Education Transformation in Post Covid World'
Objective for conducting the activity	To draw attention of the teacher community towards the future prospective of online teaching and learning with sophisticated digital teaching aids
Methodology	Online Workshop
Outcome	From the talk delivered by the speaker Mr. Balaji Baburao Jadhav, the teachers of Poona College understood the transformational impact of Covid-19 pandemic on teaching-learning with respect to present and future scenario of online teaching and digitization of class. Mr. Balaji Baburao Jadhav has elaborated the keys to be a techno-savvy teacher in online education by using free teaching aids and ICT tools.

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Notice	2. Detailed Report	3. Zoom session photos
4. Participant List	5.	6.



Y & M Anjuman Khairul Islam's

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Workshop on 'Education Transformation in Post Covid World'

DETAILED REPORT

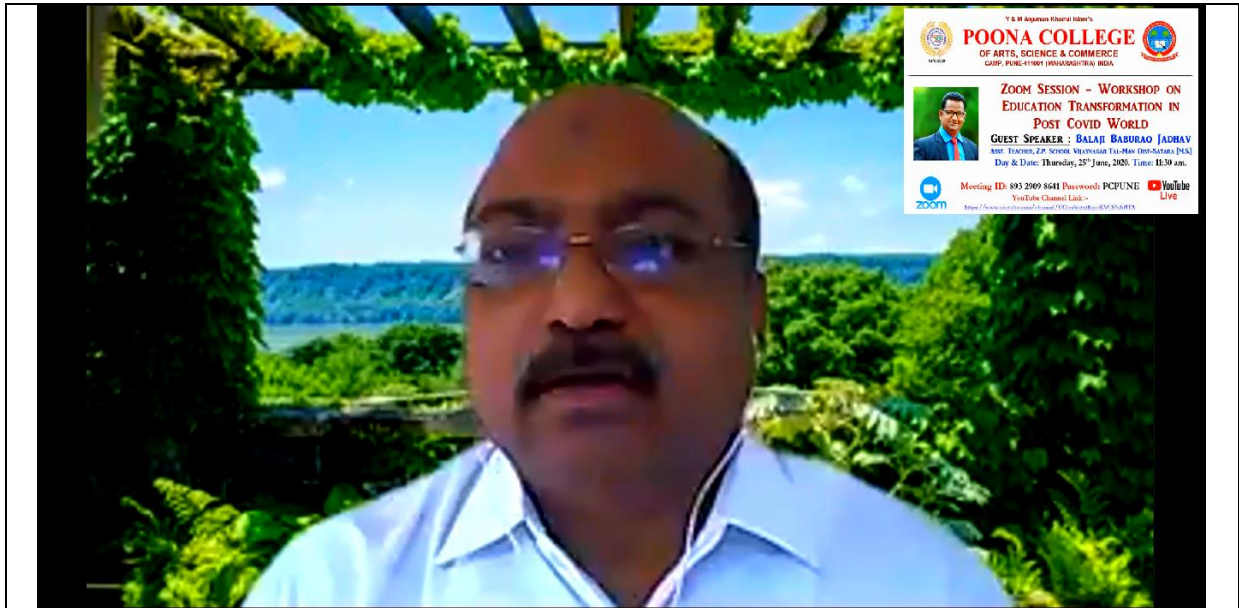
Date: 25th June 2020

Venue/Mode: Online Through ZOOM Platform

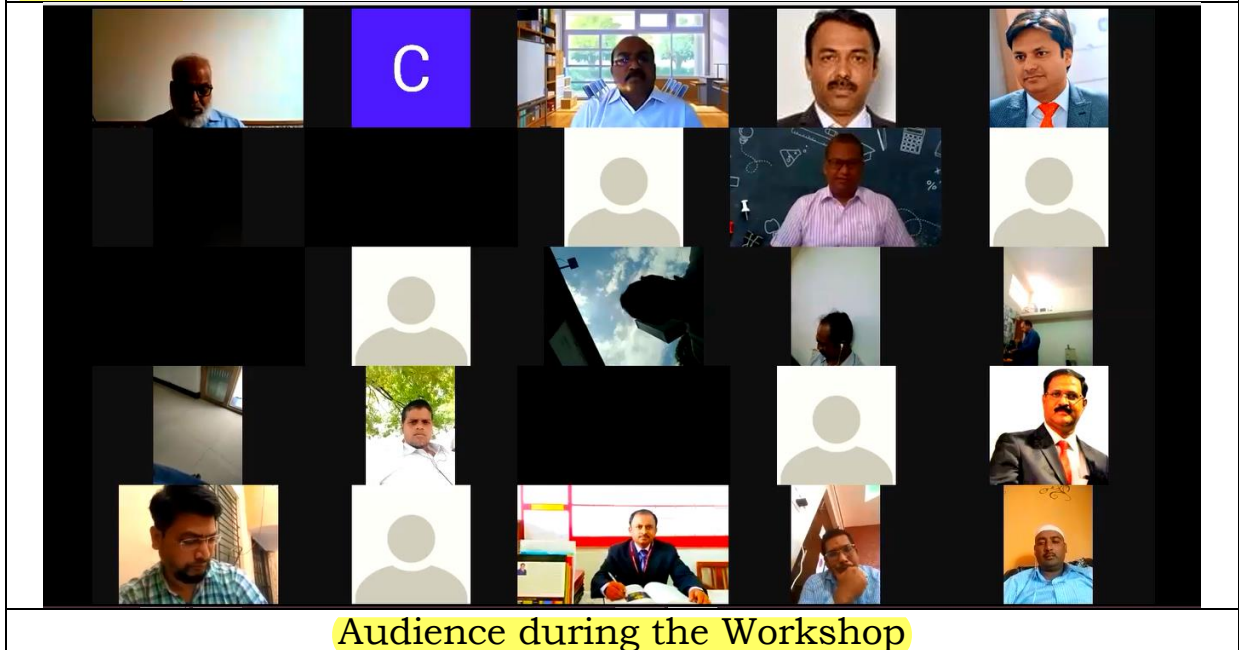
AKI's Poona College of Arts, Science & Commerce, Camp, Pune has organized an Online Workshop on 'Education Transformation in Post Covid World' on 25th June 2020. The purpose of the workshop was to make teacher techno-savys with respect to online teaching and learning and use of sophisticated teaching aids and online applications. Introductory remark of the workshop was proposed by Principal Dr. Aftab Anwar Shaikh. Mr. Balaji Baburao Jadhav, Assistant Teacher, Z.P. School, Vijaynagar, Satara was the expert of the workshop who have elaborated the present and future scenario of online teaching-learning process with reference to Covid-19 pandemic. Mr. Jadhav has given some keys to become a tecno-savys teacher. Mr. Jadhav has also discussed with teachers of Poona College about the challenges to be a techno-savys and distraction of students from online learning. The Workshop was coordinated by Mr. Iqbal N. Shaikh and he himself did the comparing and also proposed vote of thanks.



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Principal, Dr. Aftab Anwar Shaikh, Giving the Introductory Remarks



Audience during the Workshop



Y & M Anjuman Khairul Islam's


POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

zoom_0

Why Online Education ?

- 1) Covid 19
- 2) Available free of cost.
- 3) Easily live online lecture.
- 4) Two way communication.
- 5) Possibal to share screen of the laptop.
- 6) Use of whiteboard.
- 7) Control over audio and video of all participants.



Activate Windows
Go to Settings to activate Windows.

Mr. Balaji Baburao Jadhav, Explaining the Need of Online Education during and after COVID-19 pandemic



Activate Windows
Go to Settings to activate Windows.

Mr. Balaji Baburao Jadhav, Explaining the why we should change our teaching mode from offline to online



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

१) ४०% साठी स्मार्ट फोन, pc, Laptop च्या साहाय्याने ऑनलाईन शिक्षण

ऑनलाईन टीचिंग

- व्हिडीओ कॉन्फरन्स- झूम, गुगल मीट, टीम, फेसबुक
- रेकॉर्डेड व्हिडीओ - whats app , Telegram
- ग्लोबल platform वरील लाइव्ह क्लास.
- युट्युब, विविध app चा वापर.
- सोशल मिडिया चा वापर.

Activate Windows
Go to Settings to activate Windows.

Mr. Balaji Baburao Jadhav, giving the utility, advantage and disadvantages of Different free accessible online teaching applications

Tips For Online Class

- 1) Camera Setup.
- 2) Lighting.
- 3) Sounds.
- 4) Set up lesson plan.
- 5) Presentation- visual font, colour, space.
- 6) Materials-flash card, pictures, objects.
- 7) Time managment.
- 8) Feedback.

Activate Windows
Go to Settings to activate Windows.

Mr. Balaji Baburao Jadhav, giving some keys to set a better online class



Y & M Anjuman Khairul Islam's

POONA COLLEGE

OF ARTS, SCIENCE & COMMERCE
CAMP, PUNE-411001 (MAHARASHTRA) INDIA



ZOOM SESSION – WORKSHOP ON EDUCATION TRANSFORMATION IN POST COVID WORLD

GUEST SPEAKER : BALAJI BABURAO JADHAV

ASST. TEACHER, Z.P. SCHOOL VIJAYNAGAR TAL-MAN DIST-SATARA [M.S.]

Day & Date: Thursday, 25th June, 2020. Time: 11:30 am.



Meeting ID: 893 2909 8641 Password: PCPUNE

YouTube Channel Link :-

<https://www.youtube.com/channel/UCmsSpzxtfzgrKVC67xbBTA>



Flyer of the Workshop



Anjuman Khairul Islam's
POONA COLLEGE OF ARTS, SCIENCE & COMMERCE

K. B. Hidayatullah Road, Camp, Pune - 411001. (MS), India

• Affiliated to Savitribai Phule Pune University: ID No PU/PN/ASC/023/1970
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• Junior College Index No: J-11.15.004
• DST - FIST Sponsored Institute

Professor (Dr.) Aftab Anwar Shaikh
M.Com, Ph.D (Busi. Admin.)
PRINCIPAL

Tel.: +91-20-2645 4240 / 2644 6319.
Email: principal@akipoonacollege.ac.in
Website : www.akipoonacollege.ac.in

NOTICE

Date: 22/06/2020

All the teachers of Senior College are hereby informed that our college is organizing an **Online Workshop on 'Education Transformation in Post Covid World'** on 25th June 2020 through ZOOM platform. All are advised to attend the same.

Dr. Aftab Anwar Shaikh
Principal



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2019-20)

I. Basic Details:

Name of the Activity: Faculty Development Program on Use of ICT for Effective Teaching Learning			
Date	Faculty	Department/ Committee	Coordinator Name & Phone no.
25/02/2020	IQAC	IQAC	Mr. Iqbal N. Shaikh (9850602350)
Time	Venue	Activity for group & number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
12:30pm to 2:30 pm	Poona College Conference Hall	Poona College Teaching Staff (76)	Administrative

II. Brief Information about the Activity (Criterion no -)

Topic/ Subject of the activity	Faculty Development Program on Use of ICT for Effective Teaching Learning
Objective for conducting the activity	To make a hands on practice of ICT tools among the teachers.
Methodology	Faculty Development Program
Outcome	Teachers were able understand how to work soundly with modern teaching learning tools

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. Notice	2. Detailed Report	3. Photographs
4. Attendance sheet		

AKI's
POONA COLLEGE
of Arts, Science & Commerce
Camp, Pune - 411001 (Maharashtra)

Internal Quality Assurance Cell (IQAC)

Faculty Development Program on 'Use of ICT for Effective Teaching Learning'

REPORT

Internal Quality Assurance Cell (IQAC), AKI's Poona College has organized a Faculty Development Program on 'Use of ICT for Effective Teaching Learning' on 25th February 2020 in College conference hall. The main objective of this FDP was to make our teachers handy with modern ICT tools. Dr. Sandeep S. Lokhande (Dean Quality Assurance, MIT Academy of Engineering, Akurdi, Pune) was instructor of the FDP. The program was begun with welcome and felicitation of Dr. Sandeep S. Lokhande by the Principal Dr. Aftab Anwar Shaikh followed by highlighting of theme of the seminar narrated by Mr. Iqbal N. Shaikh (Vice Principal & IQAC Coordinator). Dr. Sandeep Lokhade first told the audience what is ICT exactly and how can we use it effectively to make our teaching contents more understandable to the students. In this context Dr. Lokhande elaborated the types of ICT tools for respective disciplines with warning that don't use ICT tool which doesn't suit with your subject content. During the question-answer session Dr. Lokhande suggested the names of some handy ICT tools for new users. The program was concluded with vote of thanks proposed by Mr. Musharraf Huassain.



Felicitation of Dr. Sandeep S. Lokhande



Dr. Sandeep S. Lokhande explaining the basics of ICT tools for new users



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)


NOTICE

Date: 24/02/2020

FACULTY DEVELOPMENT PROGRAM ON USE OF ICT FOR EFFECTIVE TEACHING LEARNING

All the faculty members are hereby informed the Internal Quality Assurance Cell (IQAC) is going to organize a **Faculty Development Program on Use of ICT for Effective Teaching Learning** on 25th February 2020 in Poona College Conference Hall from 12:30pm to 2:30 pm.

All are advised to attend the workshop.


Dr. Aftab Anwar Shaikh
Principal



Principal
AKI'S Poona College of Arts,
Science & Commerce
Camp, Pune.



Y & M Anjuman Khairul Islam's

POONA COLLEGE OF ARTS, SCIENCE AND COMMERCE

(Affiliated to Savitribai Phule Pune University: ID No. PU/PN/ASC/023/1970)

ACTIVITY REPORT

(2019-20)

I. Basic Details:

Name of the Activity: Workshop on 'Preparation for NAAC Accreditation as Per the Latest Guidelines'			
Date	Faculty	Department/Committee	Coordinator Name & Phone no.
07/01/2020	IQAC	IQAC	Mr. Iqbal N. Shaikh (9850602350)
Time	Venue	Activity for group & number	Nature: Academic/co- curricular / extracurricular/ Environmental/ social/ other
11:00a.m. to 1:30 p.m.	Poona College Conference Hall	Poona College Teaching Staff (76)	Administrative

II. Brief Information about the Activity (Criterion no -)

Topic/ Subject of the activity	Workshop on 'Preparation for NAAC Accreditation as Per the Latest Guidelines'
Objective for conducting the activity	To introduce the revised guidelines of NAAC among the teaching staff and strategy to work with it.
Methodology	Workshop
Outcome	From this workshop teaching staff of Poona College came to know the revised parameter of NAAC and how to mold their approaches to get better results

III. Proofs attached: letters/ student list of participation/ certificate/ document/photos/ any other

1. NOTICE	2. Detailed Report	3. Photographs
4. Participant Attendance		

AKI's
POONA COLLEGE
of Arts, Science & Commerce
Camp, Pune - 411001 (Maharashtra)

Internal Quality Assurance Cell (IQAC)

**Workshop on Preparation for NAAC Accreditation as Per the
Latest Guidelines**

REPORT

Internal Quality Assurance Cell (IQAC), AKI's Poona College of Arts, Science & Commerce, Camp, Pune has organized a Workshop entitled 'preparation for NAAC accreditation as per the latest guidelines' in the College Conference Hall on 7th January 2020. The workshop was organized to introduce the revised frame of NAAC among the teaching staff of the college and to prepare them to work with the revised guidelines under the IQAC initiative. To give detailed of benchmarks of the revised frame IQAC has invited to Dr. B.D. Bhole, Ex-Associate Professor (Microbiology) & IQAC Coordinator, Abasaheb Garware College, Pune. The Program was begin with introductory remarks of the workshop proposed by the Principle, Dr. Aftab Anwar Shaikh followed by Introduction of the speaker by Mr. Iqbal .N. Shaikh (Vice Principal & IQAC Coordinator). Dr. B. D. Bhole started his talk with a question – 'Why NAAC has revised their guidelines? and he himself given the answer that because we as an Institution are required to change and become more advanced in teaching learning process. Thereafter Dr. Bhole has given the details of different criterion with respected to changes in matric of different criterion from old to new. Further, Dr. Bhole has given some tricks to acclimatize with latest NAAC guidelines. Many doubts and questions related to new dimensions of "Quality Measure" proposed by NAAC raised from the audience were satisfactorily answered by Dr. Bhole. The workshop was compelled by Mr. Musharraf Hussain and it was successfully ended with vote of thanks proposed by Mr. Iqbal N. Shaikh.



2389/3, New Modikhana, Bhawani Peth, Pune, Maharashtra 411042, India

Pune
Maharashtra
India



27°C
81°F

2020-01-07(Tue) 11:28(AM)

Beginning of the Workshop: Dignitaries sitting on the dies



2371, New Modikhana, Camp, Pune, Maharashtra 411001, India

Pune
Maharashtra
India



27°C
81°F

2020-01-07(Tue) 11:35(AM)

Dr. B. D. Bhole Explaining the working on right path



2371, New Modikhana, Camp, Pune, Maharashtra 411001, India

Pune
Maharashtra
India

27°C
81°F

2020-01-07(Tue) 11:49(AM)

A small map snippet showing the location of the event in Solapur, Maharashtra, India. The map includes labels for "Poona College Arts Science", "SOLAPUR", and "Employees' Provident Fund Organisation".

Dr. Bhole talking about the need to change the teaching-learning process



2371, New Modikhana, Camp, Pune, Maharashtra 411001, India

Pune
Maharashtra
India

30°C
86°F

2020-01-07(Tue) 01:57(PM)

A small map snippet showing the location of the event in Solapur, Maharashtra, India. The map includes labels for "Poona College Arts Science", "SOLAPUR", and "Employees' Provident Fund Organisation".

Dr. Bhole during question-answer session



Y & M Anjuman Khairul Islam's
POONA COLLEGE
OF ARTS, SCIENCE AND COMMERCE
(Affiliated to Savitribai Phule Pune University. ID No. PU/PN/ASC/023/1970)

NOTICE

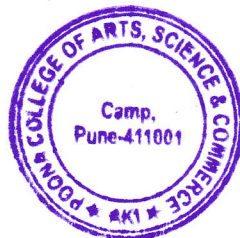
Date: 06.01.2020

Workshop on 'Preparation for NAAC Accreditation as Per the Latest Guidelines'

All the faculty members are hereby informed the Internal Quality Assurance Cell (IQAC) is going to organize a Workshop on **'Preparation for NAAC Accreditation as per The Latest Guidelines'** on 7th January 2020 in College Conference Hall from 11:00a.m. to 1:30 p.m.

All are advised to attend the workshop.

Dr. Aftab Anwar Shaikh
Principal



Principal
AKI'S Poona College of Arts,
Science & Commerce
Camp, Pune.