



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019

(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2 (f) of UGC Act 1956) Accredited by National Assessment

and Accreditation Council (NAAC)

Details of FDP, MDP & SDP Organized during 2024-25

Category	Count	Name	Date
FDP Organized	1	Advances Tools and Techniques for Research Methodology	13 th to 18 th December, 2024
MDP Organized	4	Managing Emotions & Conflict Resolution	1st, February, 2025
		Formulate Wealth Management Strategies in a Fintech Platform	14th February 2025
		One-Day Management Development Programme On Effective Use of Digital Marketing Tools for Improved Performance Marketing	21 st Feb 2025
		Financial Hedging, Risk Management and Treasury Management in Energy Sector	August 28-30th, 2024
SDP Organized	3	SDP Worklife Balance	31 st May 2025
		SDP on "Virtual Communication"	30 th Nov 2024
		SDP on "Hand on Google Tools and Chat GPT"	15 th Oct 2024

Faculty Development Program 2024-2025

December 09, 2024

CIRCULAR – BBA/057/2024

FDP on “Advanced Tools & Techniques for Research Methodology”

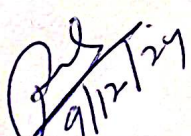
This is to inform all the faculty members that one week FDP is going to be organised on “**Advanced Tools & Techniques for Research Methodology**” (Under the aegis of IQAC).

Date : 13.12.2024 to 18.12.2024
Time : 10:30 AM Onwards
Venue : Conference Room

All the faculty members are required to attend.

Faculty Coordinators:

1. Dr. Shweta Khandelwal
2. Dr. Surbhi Gosain
3. Ms. Dolly Sharma


Dr. Ruchi Srivastava
HOD

For Distribution:
All faculty members

For information, Please
Chairman Sir
Director



December 09, 2024

CIRCULAR – B.COM/043/2024

FDP on “Advanced Tools & Techniques for Research Methodology”

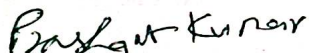
This is to inform all the faculty members that one week FDP is going to be organised on “**Advanced Tools & Techniques for Research Methodology**” (Under the aegis of IQAC).

Date : 13.12.2024 to 18.12.2024
Time : 10:30 AM Onwards
Venue : Conference Room

All the faculty members are required to attend.

Faculty Coordinators:

1. Dr. Shweta Khandelwal
2. Dr. Surbhi Gosain
3. Ms. Dolly Sharma


Dr. Prashant Kumar
HOD

For Distribution:
All faculty members

For information, Please
Chairman Sir
Director

ONE WEEK FACULTY DEVELOPMENT PROGRAMME on

ADVANCED TOOLS & TECHNIQUES FOR RESEARCH METHODOLOGY

(Organized under the aegis of IQAC)

13th - 18th December, 2024



**Jagannath International
Management School,
MOR Pocket 105, Kalkaji,
New Delhi-110019**



**Session 1:
10:30 AM -12:00 PM
Session 2:
1:00 PM - 2:30 PM**



ORGANISING COMMITTEE

- Dr. Shweta Khandelwal
- Dr. Surbhi Gosain
- Ms. Dolly Sharma

CONTACT US -

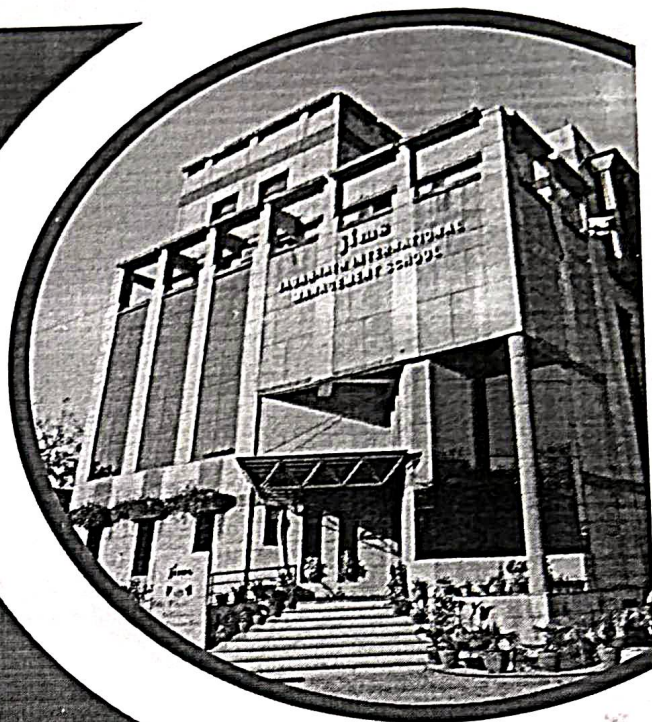
**+919958117132
+91886055090
+919873521316**

**ONE WEEK
FACULTY DEVELOPMENT
PROGRAMME on**

**Advanced Tools &
Techniques for
Research Methodology**

(Organized under the aegis of IQAC)

13th - 18th December, 2024



RESOURCE PERSONS

- Dr. Pushpendra Kumar Surya (Professor, KMC, DU)
- Dr. Y.P Singh (Professor, Sharda University)
- Dr. Neha Seth (Associate Professor, SOMS, IGNOU)
- Dr. Vipulesh Shardeo (Asst. Professor, FORE School of Management, Delhi)
- Dr. Ihtiram Raza Khan (Professor, Jamia Hamdard)
- Dr. Navneet Gera (Professor, JIMS Kalkaji)

KEY AREAS COVERED

- AI in research
- Ethics in AI based research
- SEM using AMOS
- Bivariate analysis using EViews
- Writing high quality papers for Scopus & ABDC journals

REGISTRATION LINK

<https://forms.gle/glrYbfefeT9wduyaA>

REGISTRATION FEE

Rs. 1000 /-

**SCAN
TO PAY**



ABOUT THE INSTITUTE

Jagannath International Management School (JIMS) Kalkaji is a prestigious institution located in New Delhi, India. Established in 1997, JIMS Kalkaji is affiliated with Guru Gobind Singh Indraprastha University (GGSIPU) and is accredited by the National Assessment and Accreditation Council (NAAC). The Institute is also certified by the State Fee Regulatory Committee, Government of NCT of Delhi, and ISO 9001-2015 for quality management. JIMS Kalkaji offers a range of programs including Postgraduate Diplomas in Management (PGDM) and International Business (PGDM IB), Bachelor of Business Administration (BBA), and Bachelor of Commerce (B.COM (H)). The institute has achieved impressive rankings, including a notable position in India's top B-Schools by publications like India Today and Outlook. It has also secured top spots in surveys by GHRDC and the Times of India, consistently demonstrating its commitment to quality education. Internationally, JIMS Kalkaji has been accredited by the South Asian Quality Assurance System (SAQS), underscoring its adherence to global standards of educational excellence.

ABOUT THE PROGRAMME

FDP aims to equip faculty members and researchers with advanced skills for high-quality research. It focuses on leveraging artificial intelligence (AI) for data analysis, mastering quantitative and qualitative analysis. By focusing on AI in research methodology, the program empowers participants to harness the power of artificial intelligence for advanced data analysis and insights generation, keeping them at the forefront of technological advancements. Additionally, by ensuring participants are equipped with both theoretical knowledge and practical skills through hands-on sessions and workshops, the FDP bridges the gap between theory and practice, fostering a comprehensive understanding of advanced research methodologies.

PROGRAMME SCHEDULE

DAY & DATE	SESSION 1 10:30 AM – 12:00 PM	SESSION 2 1:00 PM – 2:30 PM
DAY 1 13.12.2024	AI in Research Methods Dr. Pushpendra Kumar Surya (Professor, Kirori Mal College, Delhi University)	Quantitative Analysis: Conducting Bivariate Analysis Using EViews Dr. Neha Seth (Associate Professor, School of Management Studies, IGNOU)
DAY 2 14.12.2024	Structural Equation Modeling using AMOS Dr. Y.P Singh (Professor, Sharda University)	Structural Equation Modeling using AMOS Dr. Y.P Singh (Professor, Sharda University)
DAY 3 16.12.2024	Modified Total Interpretive Structural Modelling Dr. Vipulesh Shardeo (Assistant Professor, FORE School of Management, Delhi)	Modified Total Interpretive Structural Modelling Dr. Vipulesh Shardeo (Assistant Professor, FORE School of Management, Delhi)
DAY 4 17.12.2024	Use of Generative AI in research Dr. Ihtiram Raza Khan (Professor, Jamia Hamdard)	Efficient Research Methodology Dr. Ihtiram Raza Khan (Professor, Jamia Hamdard)
DAY 5 18.12.2024	Writing high quality research paper for Scopus & ABDC journals Dr. Navneet Gera (Professor, JIMS Kalkaji)	Valedictory Session

- Tea Time: 10:00 AM to 10:30 AM
- Lunch Break: 12:00 PM to 1:00 PM

OBJECTIVES OF THE FDP

- Enhance AI Understanding in Research Methodology
- Comprehensive SEM Training Using AMOS
- Equip with Theoretical and Practical Skills

REGISTRATION PROCESS

- The FDP is open to all faculty members, research scholars and students across various institutions.
- FDP will be conducted in an offline mode in JIMS Kalkaji Campus.
- Registration fees of Rs. 1000 can be remitted through the following payment mode:

Beneficiary Name : Jagannath international management school

Bank : ICICI Bank

Account No. : 629401143382

IFSC CODE: ICIC0006294

Account type: Savings

OR



- Kindly fill the following registration form after remitting the registration fees along with the screenshot of the payment made <https://forms.gle/g1rYbfefeT9wduyaA>
- Certificates will be provided to all the participants.

FDP CONVENORS

Dr. Ruchi Srivastava

Professor

HOD-BBA, JIMS Kalkaji

Dr. Prashant Kumar

Associate Professor

HOD-B.COM (H), JIMS Kalkaji

ORGANISING COMMITTEE

Dr. Shweta Khandelwal

Asst. Professor

+919958117132

Dr. Surbhi Gosain

Asst. Professor

+919873521316

Ms. Dolly Sharma

Asst. Professor

+91886055090

One Week Faculty Development Programme

“Advanced Tools & Techniques for Research Methodology”

(13-18th December 2024)

Programme Flow

S.No	Date	Program	Time
1	13.12.24	Networking&Tea	9:45AM-10 AM
		LampLighting	10:00 AM - 10:10 AM
		WelcomeAddress (DrRuchi Srivastava) ProfessorHOD-BBA	10:10 AM – 10:20 AM
		Address (DrAnujVerma) Director	10:20 AM – 10:30 AM
		SessionI AI in Research Methods (Dr. Pushpendra Kumar Surya) Professor,KMC,DU	10:30 AM – 12:00PM
		Lunch	12:00 PM - 1:00 PM
		Session II Quantitative analysis:Conducting bivariate analysis using EViews (Dr.Neha Seth) Associateprofessor,SOMS,IGNOU)	1:00 PM-2:30 PM
2	14.12.24	Networking& Tea	10:00 AM – 10:30 AM
		SessionI Structural Equation Modeling using AMOS Dr. Y.P Singh (Professor, Sharda University)	10:30 AM-12:00 PM
		Lunch	12:00 PM - 1:00 PM

		SessionII Structural Equation Modeling using AMOS Dr. Y.P Singh (Professor, Sharda University)	1:00 PM-2:30 PM
3.	16.12.24	Networking& Tea	10:00 AM – 10:30 AM
		SessionI Modified Total Interpretive Structural Modelling Dr. VipuleshShardeo (Asst.Professor, FORE School of Management, Delhi)	10:30 AM-12:00 PM
		Lunch	12:00 PM - 1:00 PM
		SessionII Modified Total Interpretive Structural Modelling Dr. VipuleshShardeo (Asst.Professor, FORE School of Management, Delhi)	1:00 PM-2:30 PM
4.	17.12.24	Networking& Tea	10:00 AM – 10:30 AM
		SessionI Use of Generative AI in Research Dr.Ihtiram Raza Khan (Professor,Jamia Hamdard)	10:30 AM-12:00 PM
		Lunch	12:00 PM - 1:00 PM
		SessionII Efficient ResearchMethodology Dr.Ihtiram Raza Khan (Professor,Jamia Hamdard)	1:00 PM-2:30 PM
5.	18.12.24	Networking& Tea	10:00 AM – 10:30 AM

		Session I Writing high quality research paper for Scopus & ABDC journals Dr. Navneet Gera (Professor, JIMS Kalkaji)	10:30 AM- 12:00 PM
		Lunch	12:00 PM- 1:00 PM
		Valedictory Session	1:00 PM-2:30 PM

PS
11/12/27



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019

(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956) Accredited by National Assessment and Accreditation Council (NAAC)

Report

FDP on "Advanced Tools & Techniques for Research Methodology"

Event Category: FDP

Topic: Advanced Tools & Techniques for Research Methodology

Date: 13th to 18th Dec 2024

Time: 10:00am onwards

Venue: Conference Room, JIMS Kalkaji

Beneficiaries with number: 43

FDP Convenor: Dr. Prashant Kumar and Dr. Ruchi Srivastava

FDP Coordinators: Dr. Shweta Khandelwal, Dr. Surbhi Gosain and Ms. Dolly Sharma

Report:

The Faculty Development Programme (FDP) on "Advanced Tools & Techniques for Research Methodology" was successfully conducted from 13th to 18th December 2024 at JIMS Kalkaji, the programme aimed to enhance the research skills and capabilities of faculty members across diverse disciplines. The programme emphasized the integration of technology with research practices, the application of quantitative and qualitative methods, and the importance of ethical considerations in academic research.

Objective:

The primary objectives of the Faculty Development Programme were:

- To enhance the understanding of advanced research methodologies and their applications in academic and professional research.
- To familiarize participants with modern tools and software for data collection, analysis, and interpretation.
- To develop the ability to design and conduct systematic research studies across diverse disciplines.
- To promote the effective use of qualitative and quantitative research methods.
- To explore best practices for writing high-quality research papers and publishing in reputed journals.
- To strengthen skills in critically reviewing literature and identifying research gaps.
- To encourage interdisciplinary collaboration and innovation in research projects.

Event Highlights:

Inauguration Ceremony

The program commenced with lightning of lamp and welcome address by Director sir and Heads of department who shared insights into the importance of innovative teaching and research methodologies in the rapidly evolving educational landscape.

Day 1: The first session of Faculty Development programme was conducted by Dr. Pushendra Kumar, (Professor, Delhi university) on the topic **"AI in Research Methods"**. Participants gained knowledge of AI tools and techniques applicable to research, learned how to integrate AI in various research stages, explored ethical considerations, and acquired practical experience. Second session was conducted by Dr. Neha Seth (Associate Professor, SOMS, IGNOU) on the topic **"Quantitative analysis: Conducting bivariate analysis using EViews"**. Outcomes of above session was understanding Bivariate Analysis and Gained knowledge of analyzing the relationship between two variables.

Day 2 : Both session of Faculty Development programme was conducted by Dr. Y.P Singh (Professor, Sharda University) on the topic **"Structural Equation Modeling using AMOS"**. Participants gained knowledge of Structural Equation Modeling (SEM) using AMOS (Analysis of Moment Structures) involves creating, estimating, and evaluating models that define relationships among observed and latent variables.

Day 3 : Both session of Faculty Development programme was conducted by Dr. Vipulesh Shardeo (Asst. Professor, FORE School of Management, Delhi) on the topic **"Modified Total Interpretive Structural Modelling"**. The outcome of Modified Total Interpretive Structural Modelling (MTISM) typically involves identifying and analyzing complex relationships among variables in a system.

Day 4 : Both session of Faculty Development programme was conducted by Dr. Ihtiram Raza Khan (Professor, Jamia Hamdard) on the topic **"Use of Generative AI in Research"**. The outcome of a session on the use of Generative AI in research is typically an enhanced understanding of how AI can assist in generating data, content, or hypotheses, improving research efficiency.

Day 5 : Last session of Faculty Development programme was conducted by Dr. Navneet Gera (Professor, JIMS Kalkaji) on the topic **"Writing high quality research paper for Scopus & ABDC journals"**. Participants learn strategies for improving the quality of their research, writing, and citations to meet the expectations of top-tier journals. One Week FDP programme was concluded by Valedictory Session.

Outcomes and Impact

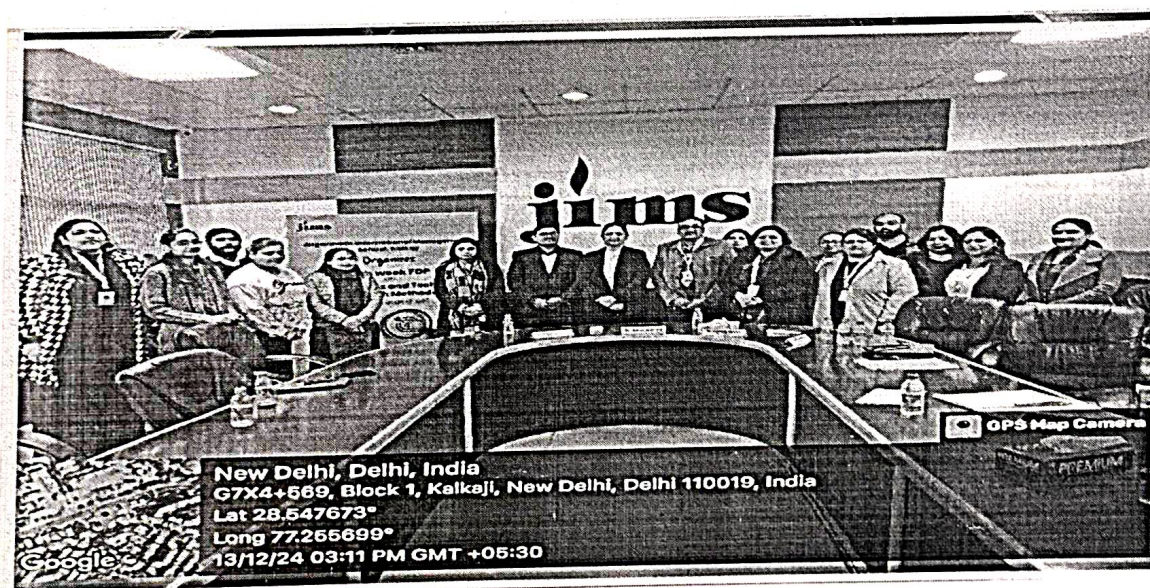
Participants reported enhanced understanding and confidence in applying advanced tools for research. The program effectively created a collaborative and dynamic learning environment, encouraging the use of novel pedagogies in higher education. The participants' knowledge and experiences are expected to positively improve the quality of education and research at their respective institutions.

Glimpses of the FDP

Day 1 :

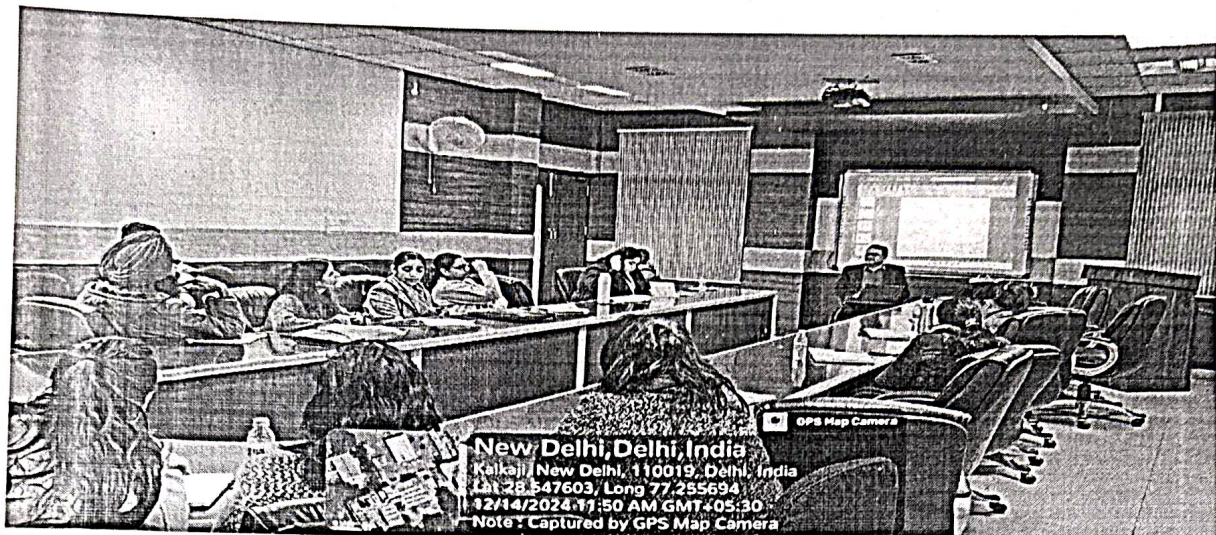


First Session taken by Dr. Pushpendra Kumar Surya(Professor,KMC,DU)



Second Session taken by Dr. Neha Seth (Associate professor, SOMS, IGNOU)

Day 2 :



First Session taken by Dr. Y.P Singh (Professor, Sharda University)

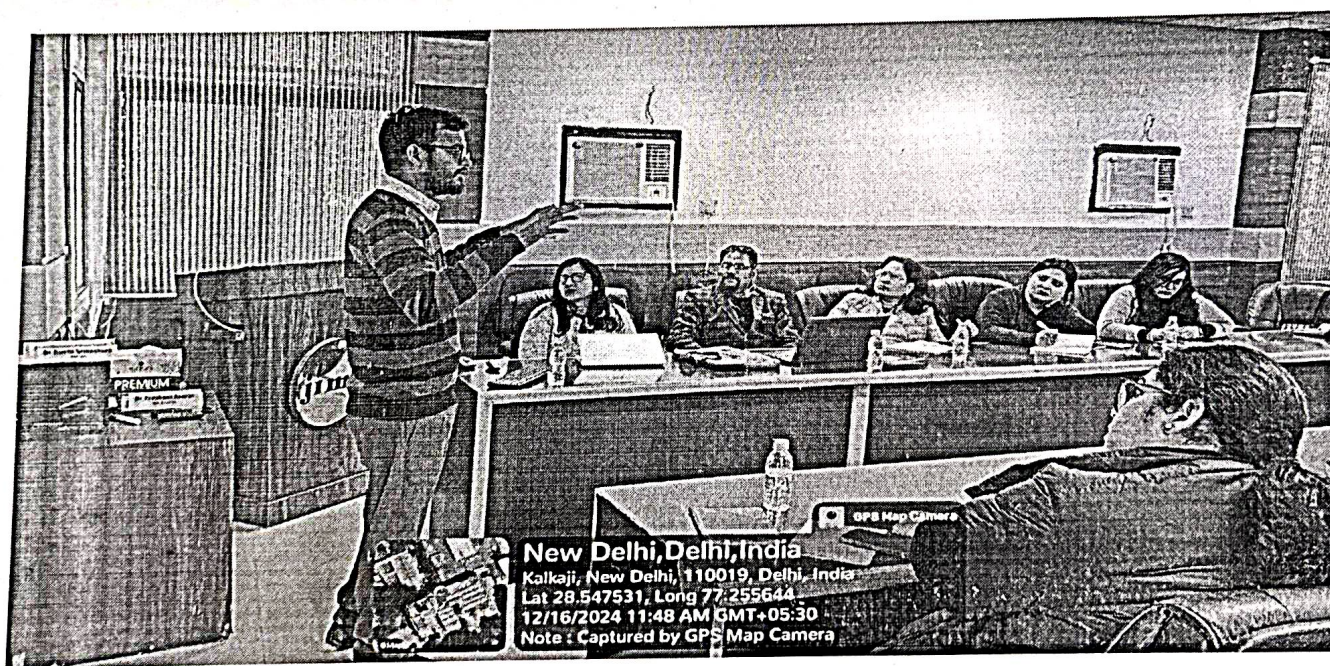


Second Session taken by Dr. Y.P Singh (Professor, Sharda University)

Day 3 :



First Session taken by Dr. Vipulesh Shardeo (Asst. Professor, FORE School of Management, Delhi)



Second Session taken by Dr. Vipulesh Shardeo (Asst. Professor, FORE School of Management, Delhi)

Day 4 :

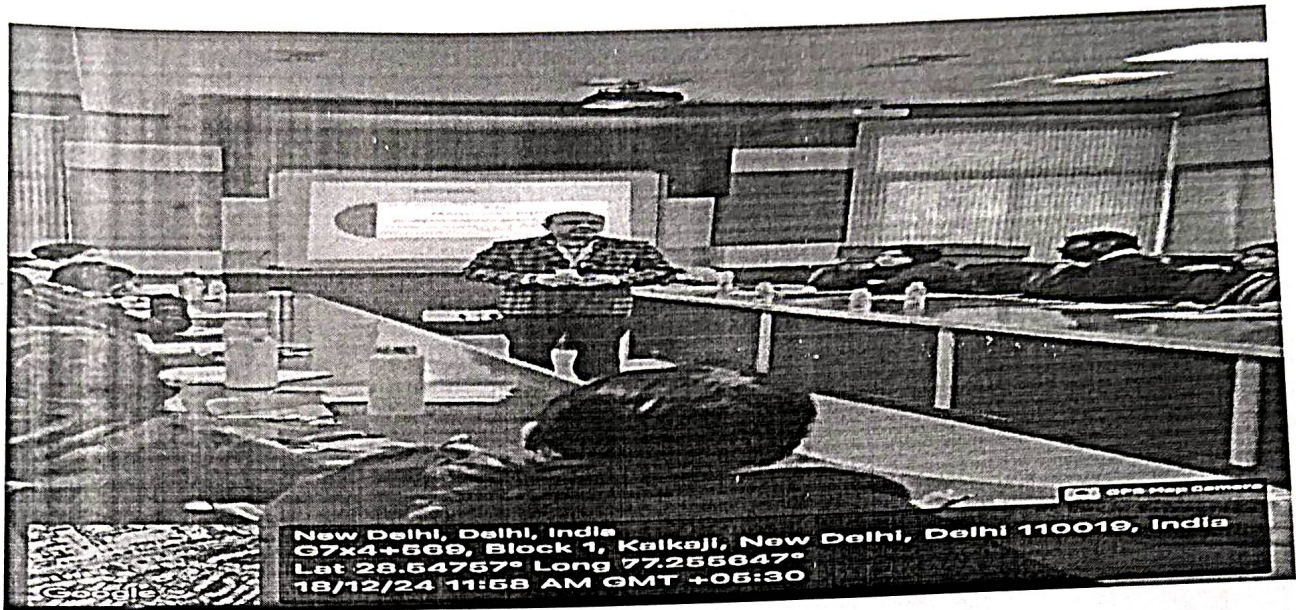


First Session taken by Dr.Ihtiram Raza Khan(Professor,Jamia Hamdard)



Second Session taken by Dr.Ihtiram Raza Khan(Professor,Jamia Hamdard)

Day 5 :



Last Session taken by Dr.Navneet Gera(Professor, JIMS Kalkaji)



(Valedictory Session)

Bally

Basant Kumar

Dr. Ruchi Singh



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019
(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)
Accredited by National Assessment and Accreditation Council (NAAC)

One Week Faculty Development Programme
"Advanced Tools & Techniques for Research Methodology"
(13-18th December 2024)

Sr No.	Name	Day 1 (13.12.2024)	Day 2 (14.12.2024)	Day 3 (16.12.2024)	Day 4 (17.12.2024)	Day 5 (18.12.2024)
1	Dr. Ruchi Srivastava	RS	RS	RS	RS	RS
2	Ms. Sangeeta Sharma Mehndiratta	Sangeeta	Sangeeta	Sangeeta	Sangeeta	Sangeeta
3	Dr. Prabal Chakraborty	Prabal	Prabal	Prabal	Prabal	Prabal
4	Dr. Preeti Singh	Preeti	Preeti	Preeti	Preeti	Preeti
5	Ms. Aastha Behl	Aastha	Aastha	Aastha	Aastha	Aastha
6	Dr. Jasleen Rana	JR	JR	JR	JR	JR
7	Dr. Shweta Khandelwal	Shweta	Shweta	Shweta	Shweta	Shweta
8	Dr. Ekta Kasana	Ekta	Ekta	Ekta	Ekta	Ekta
9	Dr. Shivani Sharma	Shivani	Shivani	Shivani	Shivani	Shivani
10	Ms. Sakshi Singh	Sakshi	Sakshi	Sakshi	Sakshi	Sakshi
11	Ms. Arti Vaish	Arti	Arti	Arti	Arti	Arti
12	Ms. Dolly	Dolly	Dolly	Dolly	Dolly	Dolly
13	Ms. Katyayani	Katyani	Katyani	Katyani	Katyani	Katyani
14	Ms. Kritika Soni	KR	KR	KR	KR	KR
15	Dr. Prashant Kumar	Pr	Pr	Pr	Pr	Pr
16	Dr. Niti Saxena	Niti	Niti	Niti	Niti	Niti
17	Dr. Priyanka Ahluwalia	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka

18	Mr. Sanjay Mehrotra	Sanjay	Sanjay	Sanjay	Sanjay	Sanjay
19	Ms. Nikhita Dhawan	Nikhita	Nikhita	Nikhita	Nikhita	Nikhita
20	Dr. Pallavi Nakra	Pallavi	Pallavi	Pallavi	Pallavi	Pallavi
21	Mr. Umesh Kumar Gupta	Umesh	Umesh	Umesh	Umesh	Umesh
22	Dr. Surbhi Gosain	Surbhi	Surbhi	Surbhi	Surbhi	Surbhi
23	Dr. Gurmeet Sodhi	Gurmeet	Gurmeet	Gurmeet	Gurmeet	Gurmeet
24	Ms. Pooja Bisht	Pooja	Pooja	Pooja	Pooja	Pooja
25	Ms. Surbhi Ahuja	Surbhi	Surbhi	Surbhi	Surbhi	Surbhi
26	Mr. Kartik Dayal	Kartik Dayal	Kartik Dayal	Kartik Dayal	Kartik Dayal	Kartik Dayal
27	Ms. Chanika Goel	Chanika	Chanika	Chanika	Chanika	Chanika
28	Ms. Kanika Parashar	—	—	—	—	—



Jagannath International Management School
MOR, Pocket-105, Kalkaji, New Delhi-110019
(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)
Accredited by National Assessment and Accreditation Council (NAAC)

One Week Faculty Development Programme
"Advanced Tools & Techniques for Research Methodology"
(13-18th December 2024) External Participants

Sr No.	Name	College	Day 1 (13.12.2024)	Day 2 (14.12.2024)	Day 3 (16.12.2024)	Day 4 (17.12.2024)	Day 5 (18.12.2024)
1	Dr. Swati Sharma	Institute of Management Studies Ghaziabad (University Courses Campus)	Swati	Swati	Swati	Swati	
2	GAURAV JINDAL	G L BAJAJ INSTITUTE OF TECHNOLOGY & MANAGEMENT, Gr. NOIDA	Gaurav	Gaurav	Gaurav	Gaurav	
3	Dr. Deepali Saluja	Institute of Information Technology and Management	Deepali	Deepali	Deepali	Deepali	
4	Dr. Sushma Malik	Maharaja Surajmal Institute, Janak Puri, New Delhi 58	Sushma	Sushma	Sushma	Sushma	
5	Dr. Latika Malhotra	IITM, GGSIPU	Latika	Latika	Latika	Latika	
6	sparsh mahajan	Delhi Technological University	Sparsh	Sparsh	Sparsh	Sparsh	
7	Rishi Singhal	Delhi Technological University	Rishi	Rishi	Rishi	Rishi	
8	Ankur Tayal	Jagan Institute of Management Studies Rohini	Ankur	Ankur	Ankur	Ankur	
9	Deepti Goyal	Satyug Darshan Institute of engineering and technology	Deepti	Deepti	Deepti	Deepti	Deepti
10	Preeti Bansal	GNOIT	Preeti	Preeti	Preeti	Preeti	Preeti
11	Dr. Gurpreet Kaur Chhabra	Management Education & Research Institute, New Delhi	Gurpreet	Gurpreet	Gurpreet	Gurpreet	Gurpreet
12	Dr. Richa Gupta	Management Education & Research Institute, New Delhi	Richa	Richa	Richa	Richa	Richa
13	Rama Rani Mishra	I.T.S Mohan Nagar Ghaziabad	Rama	Rama	Rama	Rama	
14	Kritika Gosain	School of education, Sharda University	Kritika	Kritika	Kritika	Kritika	
15	Dr. Vibha Sinha	Shri Ramswaroop Memorial College of Engineering and Management ,Lucknow	Vibha	Vibha	Vibha	Vibha	Vibha
16	RUPAKSHI GAUR	JIMS SECTOR 5 ROHINI	Rupakshi	Rupakshi	Rupakshi	Rupakshi	Rupakshi
17	Dr. Anamika Rana	Maharaja Surajmal Institute, Janak Puri	Anamika	Anamika	Anamika	Anamika	Anamika

18	DR.JYOTSNA	Jagan Institute of Management Studies Sector-5 Rohini	Jyoti	Jyoti	Jyoti	Jyoti	
19	Gurbinder Singh	Lingaya's Lalita Devi Institute of Management and Sciences	Gurbinder	Gurbinder	Gurbinder	Gurbinder	
20	Megha Mohan	Jagan Institute of Management Studies, Rohini	Megha	Megha	Megha	Megha	
21	Ritu	IGNOU	Ritu	Ritu	Ritu	Ritu	Ritu
22	Dr. Priyanka Majumdar	Shri Jai Narain Misra PG College (Lucknow University)	Priyanka	Priyanka	Priyanka	Priyanka	
23	Renu Singh	Lingaya's Lalita Devi Institute of Management & Sciences	Renu	Renu	Renu	Renu	
24	Taruna Chopra	Lingaya's Lalita Devi Institute of Management & Sciences, Delhi	Taruna	Taruna	Taruna	Taruna	
25	Razia Parveen	Lingaya's Lalita devi institute of management and science, guru Gobind Singh Indraprastha University	Razia	Razia	Razia	Razia	
26	Pratibha Saini	Lingaya's Lalita Devi institute of management and sciences	Pratibha	Pratibha	Pratibha	Pratibha	Pratibha
27	Dr Vandana Raghava	Jagan Institute of Management Studies Sector-5 Rohini	Vandana	Vandana	Vandana	Vandana	
28	Mona Sabharwal	Research Scholar, KR mangalam University	Mona	Mona	Mona	Mona	
29	RAMAN DAS	Indira Gandhi National Open University (IGNOU), New Delhi	Raman	Raman	Raman	Raman	
30	Heena Mansoori	Lingaya's Lalita Devi Institute of Management and Sciences	Heena	Heena	Heena	Heena	Heena
31	Nisha Bajaj	Sol, Delhi University	Nisha	Nisha	Nisha	Nisha	Nisha
32	Ravikant Mishra	Lucknow University	Ravikant	Ravikant	Ravikant	Ravikant	
33	Dr Namita Mishra	I.T.S School of Management	Namita	Namita	Namita	Namita	
34	Sandeep Kumar	Lingaya's Lalita Devi Institute of Management and Sciences	Sandeep	Sandeep	Sandeep	Sandeep	
35	Dr Deepsikha Kalra	Management Education & Research Institute, New Delhi	Deepsikha	Deepsikha	Deepsikha	Deepsikha	Deepsikha
36	Pooja Singh Negi	Management Education & Research Institute, New Delhi	Pooja	Pooja	Pooja	Pooja	Pooja
37	Dr Priyanka Murria	Management Education & Research Institute, New Delhi	Priyanka	Priyanka	Priyanka	Priyanka	Priyanka
38	Dr. Geeta Kumari	Department of Business Management, Malla Reddy College of Engineering and	Geeta	Geeta	Geeta	Geeta	
39	Dr. Ranjeeta Popli	Kamal Institute	Ranjeeta	Ranjeeta	Ranjeeta	Ranjeeta	
40	Mr. Ravi Shankar Rai	C-DAC NOIDA	Ravi	Ravi	Ravi	Ravi	Ravi

41	Ishwar Singh	Management Education & Research Institute, New Delhi	<i>Ish</i>					
42	Dr. Deeksha Arora	JIMS	<i>Deeksha</i>	<i>Deeksha</i>	<i>Deeksha</i>	<i>Deeksha</i>	<i>Deeksha</i>	<i>Deeksha</i>
43	Dr. Ruchi Singhal	JIMS						



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019
(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)
Accredited by National Assessment and Accreditation Council (NAAC)

One Week Faculty Development Programme
"Advanced Tools & Techniques for Research Methodology"
(13-18th December 2024)

Sr No.	Name	College	Day 1 (13.12.2024)	Day 2 (14.12.2024)	Day 3 (16.12.2024)	Day 4 (17.12.2024)	Day 5 (18.12.2024)
1	Dr. Swati Sharma	Institute of Management Studies Ghaziabad (University Courses Campus)	<i>Swati</i>	<i>Swati</i>			
2	GAURAV JINDAL	G L BAJAJ INSTITUTE OF TECHNOLOGY & MANAGEMENT, Gr. NOIDA	<i>Gaurav</i>				
3	Dr. Deepali Saluja	Institute of Information Technology and Management					
4	Dr. Sushma Malik	Maharaja Surajmal Institute, Janak Puri, New Delhi 58	<i>Sushma</i>				
5	Dr. Latika Malhotra	IITM, GGSIPU					
6	sparsh mahajan	dtu					
7	Rishi Singhal	Btech Student					
8	Ankur Tayal	Jagan Institute of Management Studies Rohini					
9	Deepti Goyal	Satyug Darshan Institute of engineering and technology					
10	Preeti Bansal	Research scholar					
11	Dr. Gurpreet Kaur Chhabra	Management Education and Research Institute	<i>Gurpreet</i>	<i>Gurpreet</i>	<i>Gurpreet</i>	<i>Gurpreet</i>	<i>Gurpreet</i>
12	Dr. Richa Gupta	Management Education & Research Institute, New Delhi	<i>Richa</i>	<i>Richa</i>	<i>Richa</i>	<i>Richa</i>	<i>Richa</i>
13	Rama Rani Mishra	I.T.S Mohan Nagar Ghaziabad					
14	Kritika Gosain	School of education, Sharda University	<i>Kritika</i>				
15	Dr. Vibha Sinha	Shri Ramswaroop Memorial College of Engineering and Management, Lucknow	<i>Vibha</i>	<i>Vibha</i>			
16	RUPAKSHI GAUR	JIMS SECTOR 5 ROHINI	<i>Rupakshi</i>	<i>Rupakshi</i>	<i>Rupakshi</i>	<i>Rupakshi</i>	
17	Dr. Anamika Rana	Maharaja Surajmal Institute, Janak Puri	<i>Anamika</i>				
18	DR.JYOTSNA	Jagan Institute of Management Studies Sector-5 Rohini	<i>Jyotsna</i>				

			Day 1	Day 2	Day 3	Day 4	Day 5
19	Gurbinder Singh	Lingaya's Lalita Devi Institute of Management and Sciences		<u>Cus.</u>			
20	Megha Mohan	Jagan Institute of Management Studies, Rohini	<u>not</u>	<u>not</u>	<u>not</u>		
21	Ritu	IGNOU	<u>Ritu</u>				
22	Dr. Priyanka Majumdar	Shri Jai Narain Misra PG College (Lucknow University)					
23	Renu Singh	Lingaya's Lalita Devi Institute of Management & Sciences		<u>Ra</u>			
24	Taruna Chopra	Lingaya's Lalita Devi Institute of Management & Sciences, Delhi	<u>Taruna</u>				
25	Razia Parveen	Lingaya's Lalita Devi Institute of Management and Science, guru Gobind Singh Indraprastha University		<u>Razia Parveen</u>			
26	Pratibha Saini	GGSIU, Lingaya's University	<u>Pratibha</u>	<u>Pratibha</u>	<u>Pratibha</u>	<u>Pratibha</u>	<u>Pratibha</u>
27	Dr Vandana Raghava	GGSIU University	<u>Vandana</u>	<u>Vandana</u>	<u>Vandana</u>		
28	Mona Sabharwal	GGSIU [Research Scholar, K. J. Somaiya University]					
29	Namita Mishra	ITS Ghaziabad	<u>no</u>	<u>no</u>			
30	Dr. Priyanka mauria	Management Education and Research Institute	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>	<u>Priyanka</u>
31	Dr. Pooja Singh	Management Education and Research Institute	<u>Pooja</u>	<u>Pooja</u>	<u>Pooja</u>		<u>Pooja</u>
32	Dr. Geeta Kumari	Malla Reddy College of Engineering and Technology, Hyderabad					
33	RAMAN DAS	Indira Gandhi National Open University (IGNOU), New Delhi					
34	Heena Mansoori	Lingaya's Lalita Devi Institute of Management and Sciences	<u>Heena</u>	<u>Heena</u>	<u>Heena</u>	<u>Heena</u>	<u>Heena</u>
35	Nisha Bajaj	Sol, Delhi University	<u>Nisha</u>	<u>Nisha</u>	<u>Nisha</u>	<u>Nisha</u>	<u>Nisha</u>
36	Ishwar Singh	Management Education and Research Institute	<u>Ish</u>	<u>Ish</u>	<u>Ish</u>	<u>Ish</u>	<u>Ish</u>
37	Ravikant Mishra	Lucknow University [Contact: Solohid Pvt Ltd.]	<u>Ravikant</u>	<u>Ravikant</u>			
38	Ravi Shankar Rai	C-DAC Noida	<u>Ravi</u>	<u>Ravi</u>	<u>Ravi</u>	<u>Ravi</u>	<u>Ravi</u>
39	Dr. Ruchi Singhal	JOIM.S, Varanasi Kimp	<u>Ruchi</u>	<u>Ruchi</u>	<u>Ruchi</u>	<u>Ruchi</u>	<u>Ruchi</u>
40	Dr. Deeksha Arora	JIMS	<u>Deeksha</u>	<u>Deeksha</u>	<u>Deeksha</u>	<u>Deeksha</u>	<u>Deeksha</u>
41	Ranjita Popli	Kamalt Inst.					
42	Sandeep Kumar	Lingaya's Lalita Devi Institute of Management & Sciences (GGSIU).	<u>Sandeep</u>	<u>Sandeep</u>	<u>Sandeep</u>	<u>Sandeep</u>	<u>Sandeep</u>
43	Dr. Deepshikha	Kunal MERI, JAPAK	<u>Deepshikha</u>	<u>Deepshikha</u>	<u>Deepshikha</u>	<u>Deepshikha</u>	<u>Deepshikha</u>

Management Development Programme

2024-2025

One- Days MDP

TOPIC	<i>Managing Emotions & Conflict Resolution</i>
DATE	1 st , February, 2025
ORGANIZATIONS	KLJ Plasticizers Ltd.

REPORT

Jagannath International Management School, Kalkaji, successfully organized a transformative one-day **Management Development Programme (MDP)** on “*Managing Emotions & Conflict Resolution*” in collaboration with **KLJ Group**. The insightful and dynamic event, held on 1st, February, 2025, aimed to equip participants with essential skills to effectively handle emotions and conflicts, fostering healthier relationships and a positive work culture.

The MDP featured distinguished resource persons: **Ms. Taruna Tokas**, whose combined expertise made the sessions both impactful and highly engaging.

The programme began with the first session led by **Ms. Taruna Tokas**, who introduced the participants to the critical role of emotions in conflict scenarios. The session highlighted how heightened emotions can cloud judgment and affect decision-making, communication, and problem-solving. Through reflective exercises, participants examined their emotional triggers and responses during conflicts. An interactive activity required them to assess hypothetical conflict situations and select responses that resonated with their instincts. This exercise fostered awareness about emotional patterns and set the tone for building emotional intelligence as a foundational skill.

In the second session, **Dr. Shweta Khandelwal** delved into practical techniques for managing emotions during high-stress situations. Participants learned methods for self-regulation, such as mindful breathing and pausing to reassess emotional reactions. Dr. Sharma emphasized the role of empathy and active listening as powerful tools to foster understanding and de-escalate conflicts. Through role-playing exercises, participants practiced empathetic responses and explored strategies for constructive communication, which sparked insightful discussions about real-life conflict scenarios.

The third session, led **Dr. Shweta Khandelwal**, took a dynamic approach to conflict resolution strategies. **Dr. Shweta Khandelwal** opened the session with an engaging Q&A round on managing professional challenges in high-pressure environments. Participants then engaged in

the “*Burst Your Balloon*” activity, where collaboration emerged as the most effective strategy for overcoming obstacles. **Dr. Shweta Khandelwal** also shared the compelling story of the “*Allegory of Long Spoons*,” which highlighted the significance of teamwork and empathy in achieving common goals. The session effectively demonstrated how adopting collaborative approaches can transform conflicts into opportunities for growth.

After a refreshing lunch break, **Dr. Shweta Khandelwal** resumed the programme with an interactive session on communication skills for conflict resolution. She highlighted the profound impact of both verbal and non-verbal communication during tense situations. Participants learned how thoughtful word choice and tone modulation could influence conflict outcomes. A lively Dumb Charades game using office-related terms added a fun twist to the session, emphasizing the importance of interpreting non-verbal cues in professional environments.

The final session, conducted by **Ms. TarunaTokas**, focused on the integration of time management in conflict resolution. Participants explored the importance of assessing the urgency of conflicts and prioritizing time-sensitive resolutions. Through case studies, they analyzed various conflict situations, weighing viable solutions against time constraints. The discussion underscored the value of structured conversations, goal-oriented approaches, and focused attention to reach effective resolutions promptly.

The day concluded with a comprehensive wrap-up led by **Dr. Shweta Khandelwal**, who recapped the key takeaways from each session. Participants enthusiastically shared their learnings and personal insights, reflecting the positive impact of the programme. Certificates of participation were awarded, and the event concluded with a memorable group photograph, capturing the spirit of collaboration and growth.

This MDP was a resounding success, providing participants with actionable insights and tools to navigate conflicts with empathy, awareness, and effective communication. The event exemplified the commitment of JIMS Kalkaji to fostering professional growth and innovation through impactful learning experiences.

“Managing emotions effectively transforms conflicts into opportunities for collaboration and success.”

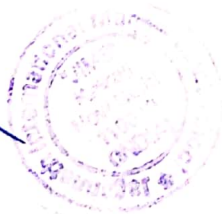
#MDP #Emotional Intelligence #Conflict Resolution #Leadership #Professional Development
#JIMS Kalkaji

Photo :






Director




HOD



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019

(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)

Accredited by National Assessment and Accreditation Council (NAAC)

TOPIC	Formulate Wealth Management Strategies in a Fintech Platform
DATE	14th February 2025
ORGANIZATION	KISHAN CAP TRADE PRIVATE LIMITED

MDP REPORT

Jagannath International Management School, Kalkaji, successfully conducted a one-day **Management Development Programme (MDP)** on "**Formulate Wealth Management Strategies in a Fintech Platform**" in collaboration with **KISHAN CAP TRADE PRIVATE LIMITED**. This insightful and interactive event, held on **14th February 2025**, aimed to provide professionals with strategic knowledge on wealth management in the digital age, leveraging fintech solutions for optimized financial planning.

The MDP featured renowned resource persons **Dr. Niti Saxena and Dr. Anuj Verma**, who shared their extensive expertise in finance and fintech innovations, delivering impactful and practical insights into modern wealth management strategies.

The programme commenced with an introductory session led by **Dr. Niti**, who provided participants with a comprehensive understanding of **wealth management in the digital era**. The session covered the **evolution of fintech in financial services** and the key components of a fintech-driven wealth strategy, setting the foundation for the rest of the programme.

Following this, **Dr. Anuj Verma** led a highly engaging session on **digital investment platforms and risk management**. Participants explored the latest fintech-based investment solutions and learned about **risk assessment and mitigation strategies**. Additionally, an insightful discussion on **regulatory frameworks and compliance in digital wealth management** helped attendees understand the legal landscape of fintech-driven investments.

A short **tea break** was followed by a session on **strategic financial planning using fintech**, where **Dr. Niti** elaborated on **financial goal setting with fintech tools**, the **role of AI and data analytics in wealth management**, and **case studies of successful fintech investment strategies**. Participants actively engaged in discussions, analyzing real-world fintech success stories and their impact on the financial sector.

After a refreshing **lunch break**, **Dr. Anuj Verma** resumed the programme with an exploration of **future trends and innovations in fintech wealth management**. The session covered

emerging financial technologies such as **blockchain, cryptocurrency, robo-advisors, and automated portfolio management**, providing participants with insights into the future landscape of digital wealth management.

The programme concluded with an **interactive discussion and Q&A session**, where participants had the opportunity to ask questions, share insights, and discuss fintech's evolving role in financial growth. The session wrapped up with a summary of key takeaways and closing remarks by the resource persons.

The **Management Development Programme on "Formulate Wealth Management Strategies in a Fintech Platform"** was a great success, reinforcing JIMS Kalkaji's commitment to providing cutting-edge learning experiences that align with modern industry trends. The event empowered participants with **actionable knowledge and fintech-driven strategies** to enhance their wealth management capabilities in an increasingly digital world.

Certificates of participation were awarded, and a group photograph was taken to commemorate the successful completion of the event.



[Handwritten signature]

Prasanth Kumar

One-Day Management Development Programme

On

Effective Use of Digital Marketing Tools for Improved Performance Marketing

We are pleased to announce that our institution has successfully conducted a **Management Development Programme (MDP)** for our esteemed corporate partner **RSH INFRASTRUCTURE PRIVATE LIMITED** on the topic "**Effective Use of Digital Marketing Tools for Improved Performance Marketing.**"

This program was designed to equip participants with the knowledge and practical skills required to leverage digital marketing tools effectively for performance-driven marketing strategies. Through interactive sessions and expert guidance, participants gained insights into optimizing digital platforms to enhance their brand presence, increase customer engagement, and drive measurable business results.

Program Details:

- **Date:** 21.02.2025
- **Time:** 11:00 AM - 3:00 PM
- **Venue:** JIMS Kalkaji Conference room
- **Resource Persons:** Dr. Niti Saxena, Dr Preeti Singh, Dr. Shweta Khandelwal

Session Highlights:

1. Introduction to Digital Marketing & Performance Marketing

- Understanding the fundamentals of digital marketing
- Overview of performance marketing and its significance
- Key digital marketing channels and their applications

2. Effective Use of Digital Marketing Tools

- Exploring Google Ads, SEO, Social Media Marketing, and Email Marketing
- Tools for audience targeting and engagement
- Hands-on exercises and case studies

3. Data Analytics & Performance Measurement

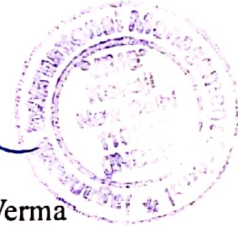
- Understanding key performance indicators (KPIs)

- Tracking campaign performance through analytics tools
- Improving ROI with data-driven decision-making

4. Interactive Q&A and Practical Insights

- Addressing real-world challenges in digital marketing
- Expert recommendations for optimizing marketing efforts

This MDP provided a valuable platform for professionals to enhance their digital marketing competencies, enabling them to implement effective strategies for business growth. We extend our gratitude to **RSH INFRASTRUCTURE PRIVATE LIMITED** for their participation and engagement in this insightful program.



Dr. Anuj Verma

Director

Report

Topic	Financial Hedging, Risk Management and Treasury Management in Energy Sector
Date	August 28-30 th , 2024
Organization	GAIL (India) Limited

The training program on "Financial Hedging, Risk Management, and Treasury Management in the Energy Sector" was conducted over three days, aimed at equipping professionals in the energy industry with the knowledge and skills to effectively manage financial risks and optimize treasury operations. The primary objectives of the training program were to:

- Enhance understanding of the energy market dynamics and financial instruments.
- Provide insights into risk identification and assessment specific to the energy sector.
- Develop practical skills in hedging strategies and treasury management.

The training program on Hedging, Risk Management, and Treasury Management in the Energy Sector effectively met its objectives, providing participants with the necessary tools and insights to navigate financial risks in the energy landscape. Continuous professional development in these areas is essential for adapting to the dynamic challenges faced by the industry. This comprehensive training program serves as a valuable resource for finance professionals in the energy sector, equipping them with the skills to manage risks and optimize financial operations effectively. The chief outcomes of the programme were-

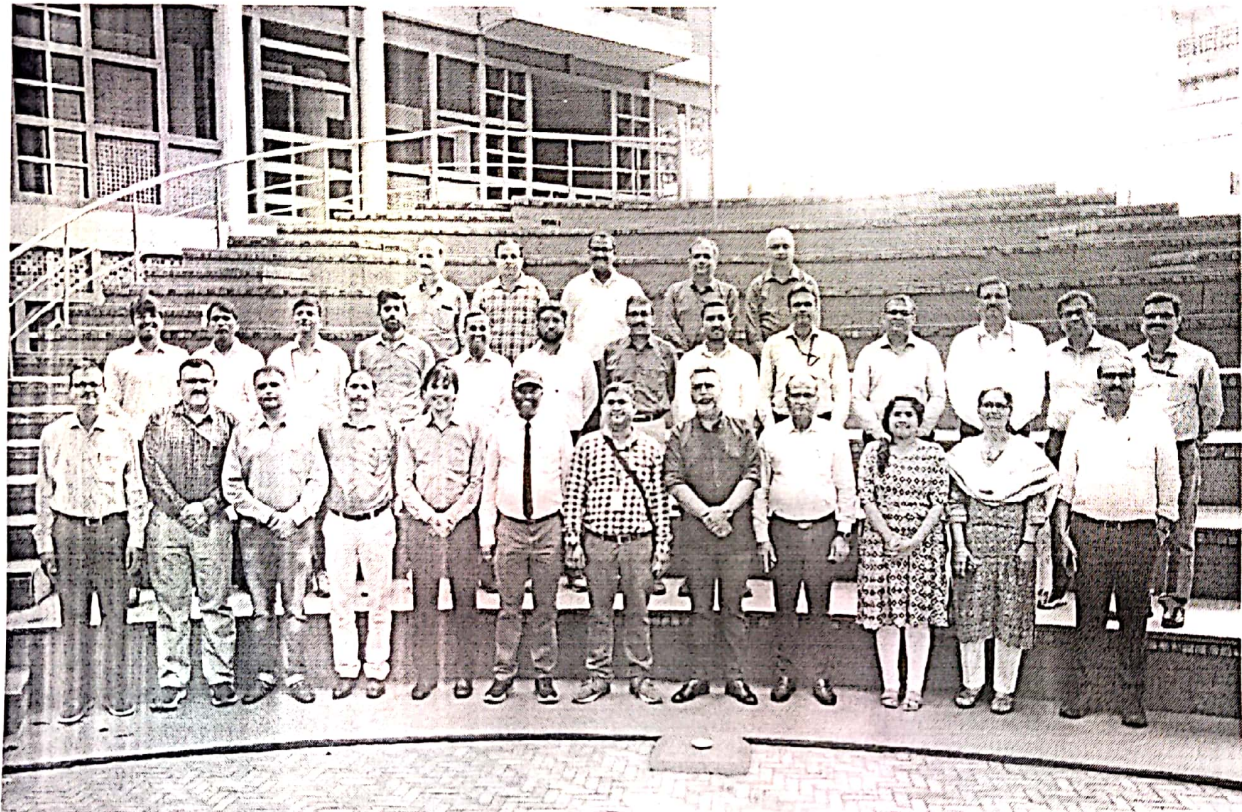
By the end of the training, participants:

- Gained a solid understanding of risk factors specific to the energy sector.
- Developed confidence in creating and implementing hedging strategies.
- Enhanced their treasury management skills to optimize cash flow and financial stability.
- Gained insights into regulatory frameworks impacting financial operations.

Participant Feedback

Feedback from attendees was overwhelmingly positive, with participants highlighting:

- **Relevance of Content:** High relevance to their daily roles in the energy sector.
- **Engagement:** Appreciation for interactive sessions that fostered discussion and practical application.
- **Practical Skills:** Increased confidence in applying learned strategies to real-world scenarios.



“Financial Hedging Risk Management and Treasury Management in Energy Sector”
28th to 30th August 2024

Prabhat Kumar

**Staff Development Programme
2024-2025**

JIMS/BBA/2025/865-A

May 30, 2025

Notice

SDP on Work Life Balance

This to inform all staff members that an SDP is organized by JIMS Kalkaji on "Work Life Balance".

Date: 31st May 25

Time: 03:00 PM to 04:30 PM

Venue: Lab-4

All staff members are required to attend.

Faculty Coordinator:

Ms Arti Vaish is to coordinate.



Dr. Ruchi Srivastava
HOD

For Distribution:
All Notice Board

For information, Please
Director

JIMS/B.COM(H)/2025/1012-A

May 30, 2025

Notice

SDP on Work Life Balance

This to inform all staff members that an SDP is organized by JIMS Kalkaji on "Work Life Balance".

Date: 31st May 25

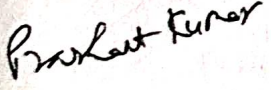
Time: 03:00 PM to 04:30 PM

Venue: Lab-4

All staff members are required to attend.

Faculty Coordinator:

Ms Arti Vaish is to coordinate.


Dr. Prashant Kumar
HOD

For Distribution:
All Notice Board

For information, Please
Director



Date: 31.05.2025

Report on "SDP on Work life Balance: Building Resilience "

Event Category	:SDP
Topic	:Work life Balance: Building Resilience
Date	:31 st May 2025
Faculty Coordinator	:Ms. Arti Vaish
No. of Beneficiaries	:13

Objective:

The key objectives of the programme were:

- To understand the concept of work-life balance and its significance.
- To identify the sources of stress and burnout in the workplace.
- To equip participants with strategies to build mental and emotional resilience.
- To promote mindfulness and time management techniques.
- To foster a supportive and productive work environment.

Report:

A Staff Development Programme on "*Work-Life Balance: Building Resilience*" was conducted on 31st May 2025 to support and empower staff in managing workplace stress, enhancing mental well-being, and building personal resilience. The programme aimed to promote a healthier work culture and provide practical tools for balancing professional responsibilities with personal life.

The sessions were interactive, combining lectures with real-life case studies, group activities, and mindfulness exercises.

Participants engaged in role-playing and guided breathing techniques to practice stress-reduction methods. Real-life testimonials shared during the open forum created a supportive and empathetic space.

Resource materials and handouts were distributed to encourage continued learning and application of discussed techniques.



Poster of SDP:

jims Jagannath International Management School
Kalkaji, Delhi (Under the aegis of IQAC)
Presents

STAFF DEVELOPMENT PROGRAMME

On

WORK LIFE BALANCE: BUILDING RESILIENCE

"Empowering educators to thrive personally and professionally."

Key focus areas:

- Stress Management
- Time management
- Productivity enhancement

MAY 31, 2025
3:00PM - 4:30PM
LAB 4

FACILITATOR:
DR. RUPAL RAMAWAT
JIMS VASANT KUNJ

JOIN NOW: A focused session on building personal and professional resilience through effective strategies and practical insights

Faculty Co-ordinator
Ms. Arti Vaish





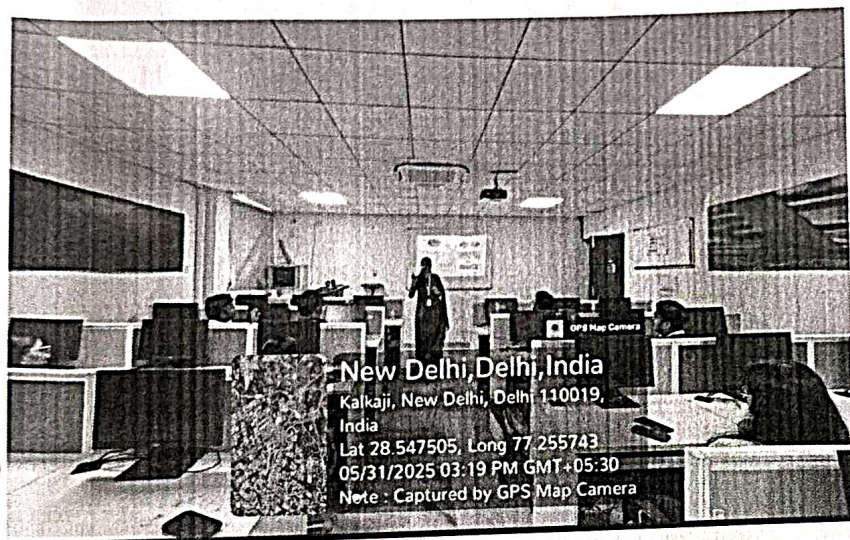
Jagannath International Management School

MOR, Pocket-10.5, Kalkaji, New Delhi-110019
(Affiliated to Gurm Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)
Accredited by National Assessment and Accreditation Council (NAAC)

Learning Outcome:

Participants appreciated the interactive nature and practical approach of the programme. The Staff Development Programme on "Work-Life Balance: Building Resilience" was a resounding success. It provided staff with valuable insights and practical strategies to navigate the challenges of modern work-life demands. The organization remains committed to supporting the professional and personal well-being of its employees and will continue to host similar initiatives in the future.

Glimpses of the event:




Name & Signature
Coordinator


Name & Signature
Head of Dept.





Jagannath International Management School

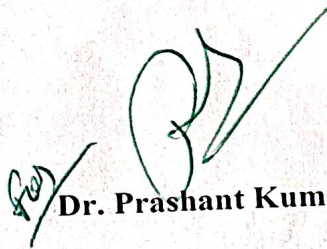
MOR, Pocket-10.5, Kalkaji, New Delhi-110019
(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)
Accredited by National Assessment and Accreditation Council (NAAC)

Attendance for Staff Development Programme Work Life Balance

Date: 31.05.2025

SNO	Name	Designation	Signature
1.	Mr. Amit Kamra	Manager Administration	Akamra
2.	Mr. Shivji Rai	Manager Accounts	
3.	Ms. Anupa Sen	Manager Corporate Relation	Anupasan
4.	Ms. Smriti Dhar	Secretary Chairman	Smriti
5.	Ms. Pushpa	Secretary	Pushpa
6.	Mr. Pravin Kr. Ray	System Administration	Pravin K. Ray
7.	Ms. Shalini Negi	Librarian	Shalini
8.	Mr. Vivek	Accounts Executive	Vivek
9.	Mr. Abhinendra Singh	Academic Assistant	Abhinendra
10.	Mr. Rajendra Singh Rana	Academic Assistant	Rana
11.	Mr. Umesh Chand	Academic Assistant	Umesh Chand
12.	Mr. Devender Kumar	Academic Assistant	Devender
13.	Mr. Pradeep Singh Rawat	Academic Assistant	Pradeep Rawat
14.	Ms. Amita Sharma	Receptionist	Amita


Dr. Ruchi Srivastava
HOD (BBA)


Dr. Prashant Kumar
HOD (BCOM (H))

November 18, 2024

CIRCULAR – BBA/058/2024

SDP on "Virtual Communication"

This is to inform all the staff members that an SDP is organized by JIMS Kalkaji on Virtual Communication.

Date : 30-11-2024

Time : 09:30 AM to 11:00 AM

Venue : LAB-4

All staff members are required to attend.


Dr. Ruchi Srivastava
HOD

For Distribution:
All faculty members

For information, Please
Chairman Sir
Director



November 18, 2024

CIRCULAR – B.COM(H)/043/2024
SDP on “Virtual Communication”

This is to inform all the staff members that an SDP is organized by JIMS Kalkaji on Virtual Communication.

Date : 30-11- 2024
Time : 09:30 AM to 11:00 AM
Venue : LAB-4

All staff members are required to attend.

Prashant Kumar
Dr. Prashant Kumar
HOD

For Distribution:
All faculty members

For information, Please
Chairman Sir
Director



Report on Staff Development Program (SDP) on Virtual Communication

Date: 30th November, 2024

Venue: Lab 4, JIMS Kalkaji

Time: 9:30 AM - 11:00 PM

Resource Persons: Dr. Ruchi Singhal (Associate Professor, JIMS Vasant Kunj)

Objective: The Staff Development Program (SDP) on Time Management was conducted to enhance staff skills in online interaction and digital tools.

Program Overview: The SDP commenced at 09:30 AM in lab4 of JIMS Kalkaji with an introduction by Ms. Dolly Sharma, the coordinator of the program. The session covered best practices for engaging staff in virtual classrooms, effective communication techniques, and managing technical challenges. Interactive demonstrations were provided, allowing staff to familiarize themselves with various communication platforms and tools.

Session 1: Introduction to Google Meet

- High-Quality Video & Audio
- Screen Sharing
- Meeting Recording
- Live Captions
- Breakout Rooms
- Hand Raise Feature

Session 2: Zoom

- Virtual Backgrounds.
- Breakout Rooms
- Meeting Recording
- Chat Function
- Waiting Rooms
- Polling and Reactions
- Host Controls



Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019
(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)
Accredited by National Assessment and Accreditation Council (NAAC)

Session 4: Gemini

Google Gemini is an advanced multimodal AI platform designed to handle various types of input and output, including text, code, images, audio, and video. It aims to enhance productivity across tasks like coding, translation, summarization, and image generation.

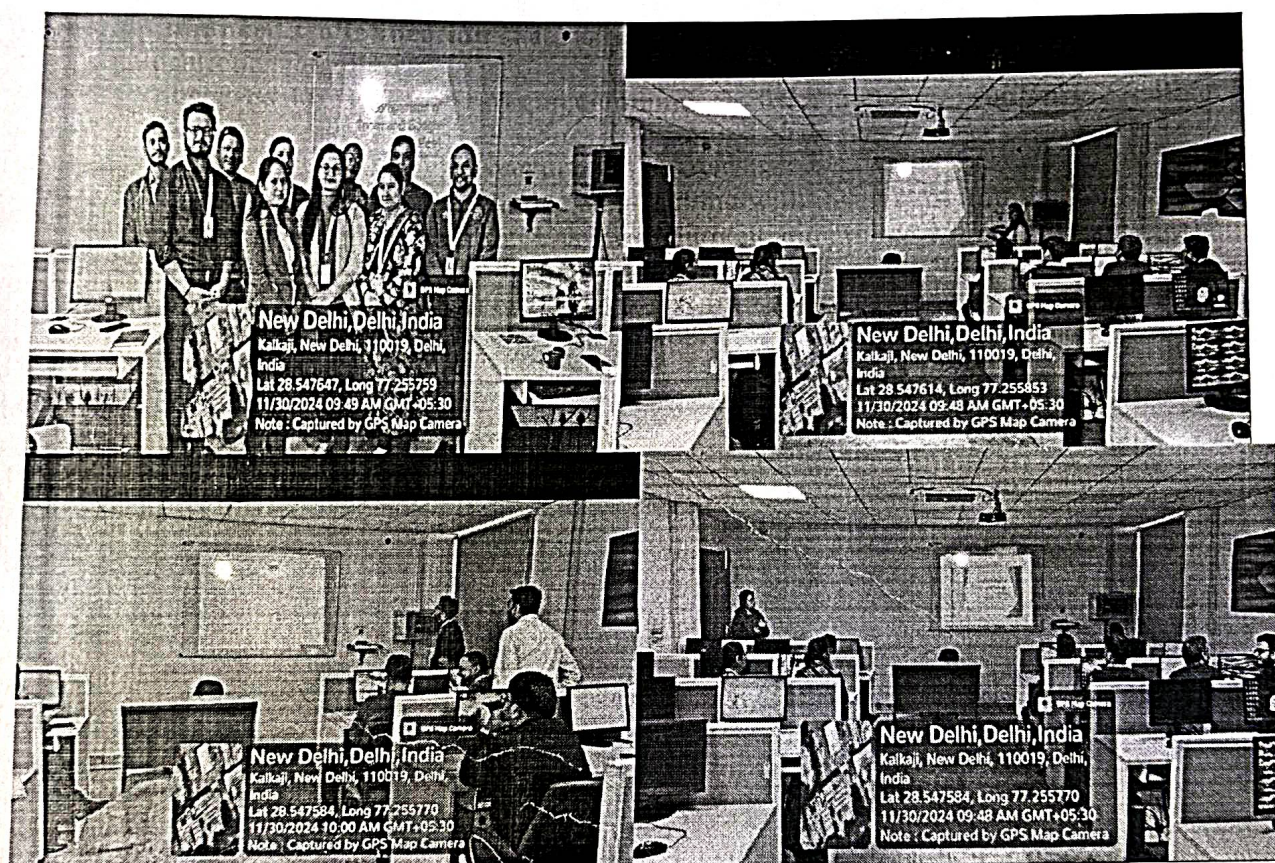
The following poster was created for the event:



Learning Outcomes:

- **Enhanced Collaboration:** Teams can work together in real time, regardless of location.
- **Increased Flexibility:** Staff can communicate from anywhere, supporting remote work.
- **Cost Savings:** Reduces travel and office expenses.
- **Time Efficiency:** Speeds up decision-making with instant communication.
- **Improved Record Keeping:** Easy to document and archive conversations.
- **Global Reach:** Enables communication across different time zones.
- **Better Work-Life Balance:** Supports flexible schedules for staff.
- **Diverse Communication Options:** Supports video, voice, and text, catering to different needs.

Photographs of the SDP



Dolly
Coordinator

[Signature]
HOD

Attendance for Staff Development Programme
Virtual Communication

Date: 30.11.2024

SNO	Name	Designation	Signature
1.	Mr. Amit Kamra	Manager Administration	
2.	Mr. Shivji Rai	Manager Accounts	<i>Shivji Rai</i>
3.	Ms. Anupa Sen	Manager Corporate Relation	
4.	Ms. Smriti Dhar	Secretary Chairman	<i>Smriti Dhar</i>
5.	Ms. Pushpa	Secretary	<i>Pushpa</i>
6.	Mr. Pravin Kr. Ray	System Administration	
7.	Ms. Shalini Negi	Librarian*	<i>Shalini</i>
8.	Mr. Vivek	Accounts Executive	
9.	Mr. Abhinendra Singh	Academic Assistant	<i>Abhinendra</i>
10.	Mr. Rajendra Singh Rana	Academic Assistant	<i>Rajendra</i>
11.	Mr. Umesh Chand	Academic Assistant	<i>Umesh Chand</i>
12.	Mr. Devender Kumar	Academic Assistant	<i>Devender..</i>
13.	Mr. Pradeep Singh Rawat	Academic Assistant	<i>Pradeep Rawat</i>
14.	Ms. Amita Sharma	Receptionist	<i>Amita</i>

[Signature]
Dr. Ruchi Srivastava
HOD (BBA)

[Signature]
Dr. Prashant Kumar
HOD (BCOM (H))

October 1st 2024

CIRCULAR – B.COM(H)/042/2024

SDP on “Hand on Google Tools and Chat GPT”

This is to inform all the staff members that an SDP is organized by JIMS Kalkaji on “Hand on Google Tools and Chat GPT”.

Date : 05-10-2024
Time : 10:30 AM to 12:00 PM
Venue : LAB 4, JIMS Kalkaji

All staff members are required to attend.

Prashant Kumar
Dr. Prashant Kumar
HOD

For Distribution:
All faculty members

For information, Please
Chairman Sir
Director

Jagannath International Management School

MOR, Pocket-105, Kalkaji, New Delhi-110019

(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)
Accredited by National Assessment and Accreditation Council (NAAC)

October 1st 2024

CIRCULAR – BBA/056/2024

SDP on “Hand on Google Tools and Chat GPT”

This is to inform all the staff members that an SDP is organized by JIMS Kalkaji on “Hand on Google Tools and Chat GPT”.

Date : 05-10-2024

Time : 10:30 AM to 12:00 PM

Venue : LAB 4, JIMS Kalkaji

All staff members are required to attend.


Dr. Ruchi Srivastava
HOD

For Distribution:
All faculty members

For information, Please
Chairman Sir
Director



Jagannath International Management School
MOR, Pocket-105, Kalkaji, New Delhi-110019
(Affiliated to Guru Gobind Singh Indraprastha University and Approved under Section 2(f) of UGC Act 1956)
Accredited by National Assessment and Accreditation Council (NAAC)

Report on Staff Development Program (SDP)

On

Hands On Google Tools and Chat GPT

Date: 5th October, 2024

Venue: LAB 4, JIMS Kalkaji

Time: 10:30 AM - 12:00 PM

Resource Persons: Ms. Taruna Tokas (Assistant Professor, JIMS Vasant Kunj)

Coordinator: Ms. Pooja Bisht

Objective: The Staff Development Program (SDP) on Hands on Google Tools and Chat GPT was conducted to equip the staff of JIMS Kalkaji with effective techniques to use google tools in their day to day work.

Program Overview: The SDP commenced at 10:30 AM in the lab of JIMS Kalkaji with an introduction by Ms. Pooja Bisht, the coordinator of the program. Our prominent speaker Ms. Taruna Tokas (Faculty JIMS VK) aimed to equip participants with practical skills in utilizing various Google tools—including Google Drive, Google Sites, Google Docs, Google Forms, Google Sheets, Google Slides, and Gemini for enhancing productivity and collaboration in the workplace. The session was designed to foster a collaborative learning environment, where staff members could engage with the tools and each other to improve their digital proficiency.

Session 1: Introduction to Google Drive

- Overview of Google Drive's interface and features.
- Demonstrating file organization, sharing, and permissions.
- Best practices for collaborative workspaces.

Session 2: Google Docs

- Creating and formatting documents.
- Utilizing templates and collaborative editing features.
- Inserting images, links, and comments for enhanced interactivity.

Session 3: Google Sheets

- Basics of data entry and organization.

- Utilizing formulas and functions for calculations.
- Creating charts and graphs to visualize data.

Session 4: Google Slides

- Designing engaging presentations using themes and layouts.
- Incorporating multimedia elements (videos, images).
- Tips for effective presentation delivery.

Session 5: Google Forms

- Creating surveys and quizzes.
- Customizing form settings and analyzing responses.
- Exploring use cases for feedback collection and data gathering.

Session 6: Google Sites

- Steps to create a basic website.
- Designing user-friendly navigation and content layout.
- Integrating other Google tools into the site (e.g., embedding Google Docs, Forms).

Session 7: Introduction to Gemini

- Overview of Gemini's features and functionalities.
- Discussing practical applications for communication and project management.
- Integration with other Google tools for streamlined workflows.

The "Hands-On Google Tools and ChatGPT" program was successful in fostering a collaborative and interactive environment where staff could explore and learn valuable digital skills. Participants left with practical knowledge and resources to effectively utilize Google tools and ChatGPT in their daily tasks. Feedback from attendees highlighted the relevance of the topics covered and the hands-on approach, with many expressing enthusiasm to implement their newfound skills in their work.

The following poster was created for the event:

Jagannath International Management School
MOR, Pocket-105, Kalkaji, New Delhi-110019
(Affiliated to Guru Gobind Singh Indraprastha University)



Staff Development Program
Hands On Google Tools and Chat GPT

**“SHAPE YOUR SKILLS.
SHAPE YOUR FUTURE”**

FACILITATOR

MS. TARUNA TOKAS
ASSISTANT PROFESSOR
(JIMS VASANT KUNJ)



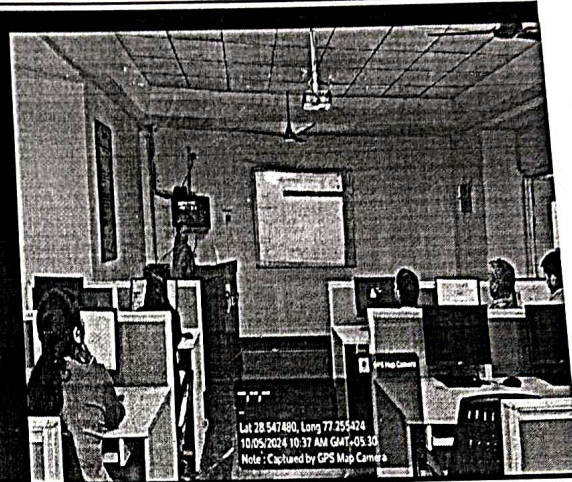
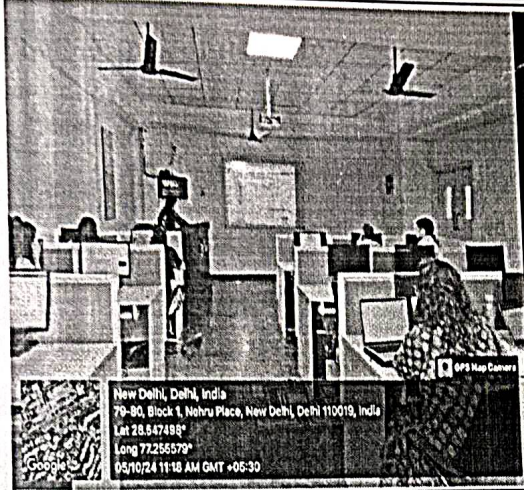
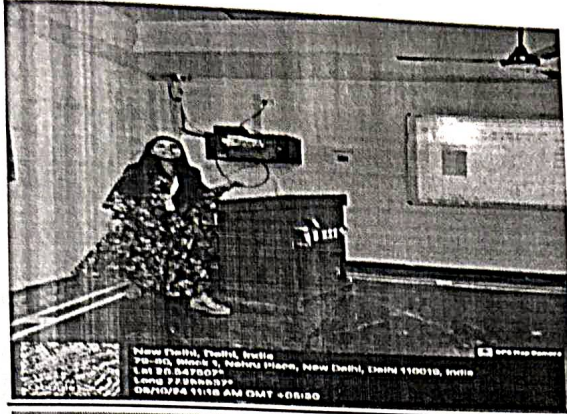
SATURDAY
5TH OCTOBER 2024
TIME 10:30AM-12:00PM
LAB 4, JIMS KALKAJI

FACULTY COORDINATOR
MS. POOJA BISHT

Learning Outcomes:

- ☐ Demonstrate proficiency in using Google Drive for file storage and sharing.
- ☐ Create and manage content using Google Docs, Sheets, and Slides effectively.
- ☐ Design and distribute surveys using Google Forms.
- ☐ Build and publish a basic website using Google Sites.
- ☐ Understand the features and functionalities of Gemini and how it can be integrated with existing tools.
- ☐ Utilize ChatGPT for generating ideas, drafting documents, and enhancing productivity.

Photographs of the SDP

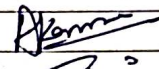
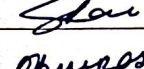
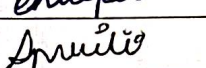
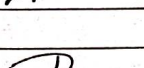
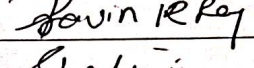
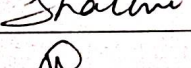
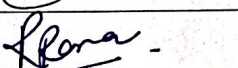
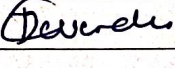
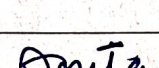


Loiya
Coordinator

Pradeep Kumar
HOD

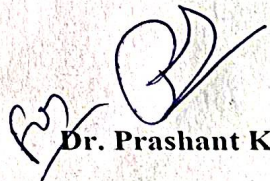
Attendance for Staff Development Programme
Hands on Google Tools & Chatgpt

Date: 05.10.2024

SNO	Name	Designation	Signature
1.	Mr. Amit Kamra	Manager Administration	
2.	Mr. Shivji Rai	Manager Accounts	
3.	Ms. Anupa Sen	Manager Corporate Relation	
4.	Ms. Smriti Dhar	Secretary Chairman	
5.	Ms. Pushpa	Secretary	
6.	Mr. Pravin Kr. Ray	System Administration	
7.	Ms. Shalini Negi	Librarian	
8.	Mr. Vivek	Accounts Executive	
9.	Mr. Abhinendra Singh	Academic Assistant	
10.	Mr. Rajendra Singh Rana	Academic Assistant	
11.	Mr. Umesh Chand	Academic Assistant	
12.	Mr. Devender Kumar	Academic Assistant	
13.	Mr. Pradeep Singh Rawat	Academic Assistant	
14.	Ms. Amita Sharma	Receptionist	


 Dr. Ruchi Srivastava

HOD (BBA)


 Dr. Prashant Kumar

HOD (BCOM (H))