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|   | <b>Staff Development Program</b>   |  |
| <b>Title :</b> Staff Development Programme on Microsoft office Google Forms - Basic Level - Batch 1<br><br><b>Date :</b> 2025-05-26 - 2025-05-26<br><b>Time :</b> 16:00 - 17:30<br><b>Venue :</b> MB 111   | <b><u>Event Outcome</u></b><br><br>- Participants will be able to create   |   |
|   | <b>Resource Person 1 - Details</b><br><b>Name :</b> Santhi H<br><b>Designation :</b> Associate Professor Sr., School of Computer Science and Engineering<br><b>University/ Company :</b> VIT, Vellore<br><b>Address :</b> India, 632014. |   |
| <b>Resource Person's Profile :</b>   |  |   |
| <b>1. Profile of Santhi H</b><br>Dr. H.Santhi earned a B.E., an M.Tech in Networking, and a Ph.D. in Computer Science Engineering from Vellore Institute of Technology, Vellore, India. She is an Associate Professor Senior at VIT, specializing in IoT, Wireless Sensor Networks, Mobile Network Security, Cryptography, Blockchain, Machine Learning, Deep Learning, and Quantum Cryptography. With over 19 years of industry and teaching experience, she has published extensively in reputed journals and conferences.   |  |   |
| The Staff Development Programme on Google Forms -Basic Level is designed to introduce staff members to the foundational features of Google Forms for effective data collection and management. This hands-on training will guide participants through the process of creating, customizing, and sharing online forms for purposes such as feedback, surveys, event registrations, and assessments. Emphasis will be placed on understanding question types, settings, response validation, and viewing responses in real time. The programme aims to build digital confidence and streamline routine tasks, enabling staff to efficiently gather and organize information using this versatile and user-friendly tool. |  |   |
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| <b>Coordinator:</b> <b>Teaching Learning Centre of Excellence, VIT, Vellore</b>  |  |   |