



LINGAYA'S
VIDYAPEETH

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LINGAYA'S VIDYAPEETH,
FARIDABAD

NATIONAL ASSESSMENT ACCREDITATION COUNCIL
SSR (2nd CYCLE)

INDEX

Key Indicator – 6.3 Faculty Empowerment Strategies

Metric	Particular	
6.3.1	The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression	
S.No	Relevant Document	Page No
1	Upload any additional information.	3-10

"Internal Quality Assurance Cell (IQAC)"

Organizing

Skill Development Training Program on Microsoft Office: **MS-Word** & **MS-Excel**

Target Participants:

Office Assistants, Computer Operators,
supporting staff, Lab Assistants from
all Schools/Departments/Offices of
Lingaya's Vidyapeeth.

Registration

No registration fees. Click here to register:
<https://forms.gle/rfsRNU2mIFzd7tLS9>

Last date of Registration:

25th November, 2022 (05:30 p.m. IST)




Resource Person :

DR. SHARIK AHMAD
Assistant Professor,
School of Computer Science & IT
LINGAYA'S VIDYAPEETH

DR. FARAZ AHMAD
Assistant Professor,
School of Computer Science & IT
LINGAYA'S VIDYAPEETH

 **26th November, 2022**

 **10:30 a.m. to 12:30 p.m.
02:00 p.m. to 04:00 p.m.**

 **Room No.- 2101 & 2107
Computing Block**

Program Coordinator(s):

MR. KAPIL KUMAR

Member, Internal Quality Assurance Cell

Contact Details

Email : iqac@lingayasvidyapeeth.edu.in

Mob. No.: 949545056 |

Skill Development Training Program for non-teaching staff.

1 message

IQAC Lingaya's Vidyapeeth <iqac@lingayasvidyapeeth.edu.in>

Tue, Nov 22, 2022 at 5:10 PM

To: All Staff <allstaff@lingayasuniversity.edu.in>, Head of Department <hod@lingayasvidyapeeth.edu.in>

Cc: Vice Chancellor <vc@lingayasvidyapeeth.edu.in>, Prem Kumar Salwan <prem.salwan@lingayasvidyapeeth.edu.in>, Dean Academics <dean.academics@lingayasvidyapeeth.edu.in>, Chancellor Office <chancelloroffice@lingayasvidyapeeth.edu.in>, Bhavik Kuchipudi <bhavik@lingayasuniversity.edu.in>, Exam Cell Lingaya's University <coe@lingayasuniversity.edu.in>

Dear Sir/Madam,

Warm Greetings from Internal Quality Assurance Cell (IQAC), Lingaya's Vidyapeeth!!

IQAC of the Lingaya's Vidyapeeth is organizing a Skill development training program for non-teaching staff on **"Microsoft Office: MS-Word & MS-Excel"**. Kindly find the attached file in this regard.

The Details of the training program are as below:

Skill development training program On:	"Microsoft Office: MS-Word & MS-Excel"
Date :	November 26, 2022 (Saturday)
Time :	10:30 a.m to 12:30 p.m & 02:00 p.m. to 04:00 p.m. (IST)
Venue :	Room No-2101 & Room No- 2107, Computing Block, Lingaya's Vidyapeeth
Resource Person(s):	Dr Sharik Ahmad , Assistant Professor, School of Computer Science & Information Technology, Lingaya's Vidyapeeth Dr Faraz Ahmad , Assistant Professor, School of Computer Science & Information Technology, Lingaya's Vidyapeeth

Registration link : <https://forms.gle/rfsRNu2m1Fzd7tLS9>**Last date of Registration:** 25th November, 2022 (05:30 p.m. IST)

All HoDs/In-Charges are requested to kindly encourage all supporting non-teaching staff for the registration of the above cited subject.

*Regards,***Internal Quality Assurance Cell (IQAC)**

Lingaya's Vidyapeeth, Faridabad-121002.

Skill Development Training Program on "Microsoft Office: MS-Word & MS-Excel"
Training Date: 26th November, 2022
Organized by: IQAC, Lingaya's Vidyapeeth, Faridabad-121002.
Training Program Co-ordinator: Kapil Kumar, Member, Internal Quality Assurance Cell.

Attendance Sheet

S.No.	Full Name	Designation	Department/Section	Official Email ID
01	MOHAN SHYAM SHARMA	Asst Librarian	Library	mohanshyam@lingayasvidyapeeth.edu.in
02	Harsh singh Rawat	Lab. Asst. supervisor	ME	harshrawat@lingayasvidyapeeth.edu.in
03	Siddhant Bhardwaj	Lab Asst ERP Department	ERP	siddhant@lingayasvidyapeeth.edu.in
04	SANJAY KUMAR	LAB ASST	ME	Sanjaykumar@lingayasvidyapeeth.edu.in
05	Sameer Malhotra	Medical	Medical Asst	sameer@lingayasvidyapeeth.edu.in
06	B. K. Dhyan	Lab Tec.	ME	
07	Ashu	Executive	Architecture & Planning	ashujkamb@lingayasvidyapeeth.edu.in

Skill Development Training Program on "Microsoft Office: MS-Word & MS-Excel"
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Attendance Sheet

S.No.	Full Name	Designation	Department/Section	Official Email ID
08	Nishi Kalra	Cultural coordinator	Holistic	nishikalra@lingayasvidyapeeth.edu.in
09	Md Ayub	Senior Technician	ME	ayub1962@gmail.com
10	DHEERAJ SINGH NESI	Assistant Librarian	Central Library	dheerajnesi@gmail.com dheerajsingh@lingayasvidyapeeth.edu.in
11	MAHESH KR. TALWAR	Personnel Search to Vice Chancellor	V.C. Office	maheshatalwar@lingayasvidyapeeth.edu.in
12	Himani Tyagi	Executive	IQAC	HimaniTyagi@lingayasvidyapeeth.edu.in
13	Seema	Sr. Executive	ERP	seema.sharma@lingayasvidyapeeth.edu.in
14	Tara Choud	Sr. Ass H. Librarian	Library	TaraChoud@lingayasvidyapeeth.edu.in

Skill Development Training Program on "Microsoft Office: MS-Word & MS-Excel"

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S.No.	Full Name	Designation	Department/Section	Official Email ID
15	MONIT BHATIA	DY. COE	EXAMINATION	MONITBHATIA@LINGAYASVIDYAPEETH.EDU.IN
16	VISHAL - BISARZA	DY. COE	Emminetics	vishal@lingayasvidyapeeth.edu.in
17	SWATI GAUTAM	Assistant Librarian	Library	swatigautam@lingayasvidyapeeth.edu.in
18	Pushpa Gupta	Executive	HR- Administration	pushpa@lingayasvidyapeeth.edu.in
19	Bhawna Sharma	Executive HR	HR/ Admin	bhawna.sharma@lingayasvidyapeeth.edu.in
20	Deepthi Chopra	Executive HR	HR Admin	deepthichopra@lingayasvidyapeeth.edu.in
21	Pardeep Rawat	Transport Incharge	Transport	Pardeeprawat1978@gmail.com

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S.No.	Full Name	Designation	Department/Section	Official Email ID
22	SATYA PRAKASH	MANAGER	HR & Administration	Satyaprakash@lingayasvidyapeeth.edu.in
23	PRAMOD KUMAR	Asst. Librarian	Library	Pramod@lingayasvidyapeeth.edu.in
24	Raghuwandon-Dixit	Technician	EEE (AV)	Raghuwandon@lingayasvidyapeeth.edu.in
25	Devender singh	Lab Technician	EEE	Devender@lingayasvidyapeeth.edu.in
26	Omparkash	Attendent	Exam cell	Omparkash@lingayasvidyapeeth.edu.in
27				
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S.No.	Full Name	Designation	Department/Section	Official Email ID
29	Devender Singh	Lab T. Chem	EEE	Devender@Lingaya's Vidyapeeth.edu.in
30	Omprakash	Attendant	Examcell	omprakash@Lingaya's Vidyapeeth.edu.in
31	Siddhant Bhadwaj	ERP Department	ERP	siddhant@lingayasvidyapeeth.edu.in
32	Prashant Nayak	DEO	Extension Dept.	Prashantnayak@lingayasvidyapeeth.edu.in
33	Rashmi Nair	Executive	Extension Dept.	rashminair@lingayasvidyapeeth.edu.in
34	Chametri	Academic Assistant	Extension Dept.	Chametri@lingayasvidyapeeth.edu.in
35	Swati Gautam	Assistant Librarian	Library	swatigautam@lingayasvidyapeeth.edu.in

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S.No.	Full Name	Designation	Department/Section	Official Email ID
36	Mohan Shyam Sharma	Assistant Librarian	Library	mohanshyam@lingayasvidyapeeth.edu.in
37	Himani Tyagi	Executive	IQAC	himanityagi@lingayasvidyapeeth.edu.in
38	Mahesh K. Talwar	Personnel Section	V.C. Office	mahesh.talwar@lingayasvidyapeeth.edu.in
39	Sonam Chauhan	Office Assistant	Admin.	Sonamchauhan@lingayasvidyapeeth.edu.in
40	Poonam Narula	Executive	TSP	poonam.narula@lingayasvidyapeeth.edu.in
41	Tara Chand	Sr. Asstt. Librarian	Library	Tarachand@lingayasvidyapeeth.edu.in
42	PRAMOD KUMAR	Asstt. Librarian	Library	pramod@lingayasvidyapeeth.edu.in
43.	Ashu	Executive	Architecture & Planning	ashukumar@lingayasvidyapeeth.edu.in