



**ST. JOSEPH'S DEGREE & PG COLLEGE**  
**DEPARTMENT OF COMMERCE**

**NAME OF THE EVENT: ORIENTATION PROGRAMME FOR II & III YEAR STUDENTS – ACADEMIC YEAR 2020-21**

**OBJECTIVE OF THE EVENT:**

- 1.) To orient the students on Google Classroom and Google Meet.
- 2.) To orient the students about the rules and regulations of the college and code of conduct to be followed during the online classes.

**OUTCOME OF THE EVENT:** By the end of the session, the students understood how to use Google Meet and Google Classroom to attend the online classes and also the code of conduct to be followed during the online classes.

**DETAILS OF PARTICIPANTS:** All the Students from B.Com II & III Year

**DATE & VENUE:**

- 1.) 14<sup>th</sup> August 2020, Online - Google Meet
- 2.) 17<sup>th</sup> August 2020, Online - Google Meet

**TARGET AUDIENCE:** All the Students from B.Com II & III Year

**NAME AND DESIGNATION OF RESOURCE PERSONS:**

- 1.) 14<sup>th</sup> August 2020
  - a. Mrs. Ritika Waghray
  - b. Mr. Vikas
- 2.) 17<sup>th</sup> August 2020
  - a. Class In-charges of II & III Years in their respective classes.

**A BRIEF REPORT:**

On 14<sup>th</sup> August 2020, an orientation programme was organized by Department of Commerce to train the B.Com II & III year students on how to use Google Meet and Google Classroom. Mrs. Ritika Waghray, Asst. Prof., Dept. of Commerce oriented the students of II & II Year students of B.Com General, B.Com Computers and B.Com IT. Mr. Vikas, Asst. Prof., Dept.



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of Commerce oriented the students of II & III Year students of B.Com Honors, B.Com Professional and B.Com IFA. They oriented them on how to join the Google Meet Link to attend the class, mute mode during classes, and also the Do's and Don'ts during online classes. They also oriented them how to access the material in Google Classroom and how to take the assignments in Google Classroom.

On 17<sup>th</sup> August 2020, the online classes commenced for the II & III Year students. The respective class in-charges welcomed the students and conveyed their best wishes for the academic year 2020-21. They oriented their class students on the subjects they have in the current semester, the do's and don'ts of online classes, etc.