

Department of Computer Science

Organized Webinar Series on Moodle & Microsoft Teams

Sl. No	Date	Time	Presenter	Attendees	Session
1	7 th May, 2020	2.00 PM – 4.00 PM	Ms. Sushma Margaret A Lecturer, Dept. of Computer Science	<ul style="list-style-type: none"> SPOC from every department of MCC Staff, Department of Computer Science (UG, PG) 	Moodle <ul style="list-style-type: none"> Creating Assignments Creating Quiz Uploading Files
2	7 th May, 2020	6.30 PM – 7.30 PM	Dr. S Regina L Suganthi, HOD, Dept. of Computer Science	Ms. Perpetua F Noronha Dept. of Computer Science	Microsoft Teams <ul style="list-style-type: none"> Understanding the dashboard Creating teams
3	8 th May, 2020	6.00 PM – 7.00 PM	Dr. S Regina L Suganthi, HOD, Dept. of Computer Science	Ms. Perpetua F Noronha Dept. of Computer Science	Microsoft Teams <ul style="list-style-type: none"> Creating standard channels Adding members Scheduling online classes
4	9 th May, 2020	11.30 AM – 12.00 PM	Dr. S Regina L Suganthi, HOD, Dept. of Computer Science	Ms. Perpetua F Noronha Dept. of Computer Science	Microsoft Teams <ul style="list-style-type: none"> Creating and uploading files Creating Assignments, Quiz Grading the students
5	11 th May, 2020	10.30 AM – 11.30 AM	Mr. Vivek Kumar, Microsoft	Staff, Department of Computer Science (UG, PG)	Microsoft Teams <ul style="list-style-type: none"> Creating Assignments, Quiz Grading the students
6	11 th May, 2020	2.00 PM – 4.00 PM	Mr. Tomin Joseph, Lecturer Dept. of Computer Science	<ul style="list-style-type: none"> SPOC from every department of MCC Staff, Department of Computer Science (UG, PG) 	Microsoft Teams <ul style="list-style-type: none"> Creating teams, channels Scheduling virtual classes Sending notifications

7	12 th May, 2020	10.30 AM – 1.30 PM	Dr. S Regina L Suganthi, HOD, Dept. of Computer Science	<ul style="list-style-type: none"> • Ms. Renju K Coordinator • Ms. Perpetua F Noronha • Ms. Jinu Sarah Department of Computer Science 	Microsoft Teams <ul style="list-style-type: none"> • Creating teams • Managing teams • Adding channels • Adding members • Managing channel • Uploading Files
8	13 th May, 2020	10.30 AM – 12.00 PM & 2.00 PM – 4.00 PM	Dr. S Regina L Suganthi, HOD, Dept. of Computer Science	<ul style="list-style-type: none"> • Ms. Renju K Coordinator • Ms. Perpetua F Noronha • Ms. Sushma Margaret • Ms. Agnes Vidhya • Ms. Jinu Sarah • Ms. Sumalatha A Department of Computer Science 	Microsoft Teams <ul style="list-style-type: none"> • Creating Assignments • Creating Quiz • Grading • Manage tags • Scheduling meeting to private channel members • Calendar meetings
9	14 th May, 2020	11.00 AM – 12.30 PM & 2.00 PM – 3.00 PM	Dr. S Regina L Suganthi, HOD, Dept. of Computer Science	<ul style="list-style-type: none"> • SPOC from every department of MCC • Staff, Department of Computer Science (UG, PG) 	Microsoft Teams <ul style="list-style-type: none"> • Creating teams • Managing teams • Adding channels • Adding members • Managing channel • Uploading Files • Creating Assignments • Creating Quiz • Grading • Manage tags • Scheduling meeting to private channel members • Calendar meetings