CYBER CLUB PROGRAMMES - 2014

1. 21st – 26th April, 2014: Cyber Club programme for Savio Evening School children was conducted by 2nd year B.Sc. Computer Science students. This was a course on titled " Basic IT Course"

2. 24th May, 2014: Election of Cyber Club Executive members.

3. 8th – 13th December, 2014: Cyber Club Programme in Nongpoh conducted by 1st and 2nd year BSc. Computer Science students to impart basic IT knowledge.

CYBER CLUB PROGRAMMES - 2015

1. *20th – 24th April 2015:*

   Cyber Club Programme: Teaching course on Basic Information Technology
   Venue: Dept. of Computer Science, St. Anthony's College, Shillong
   Conducted by: 3rd year BSc. Computer Science Students (During their Holidays after exams)
   Participants: Class X students of St. Joseph's High School, Laitkor
   No of participants: 35
   Sessions Covered: Computer Basics, MS Windows, Word, Excel, PowerPoint, Internet
   Certificates distributed to participants and the cyber club members.

2. In addition to the above reach out programmes, the Cyber Club of the department also conducted a one month course on IT for the students of the college who have no IT knowledge. The course was done in two batches in the morning and in the evening. There were 60 students that were registered for the programme including the two batches.

3. **9th June 2015:** Election for Cyber Club President, Secretary and Treasurer. The candidates and electorates are from 1st, 2nd and 3rd year BSc. Computer Science.
   President: *DigVijay Thapa*, 3rd year BSc. Computer Science
   Vice-President: *Dakerrihun M. Diengdoh* , 3rd year BSc. Computer Science
   Treasurer: *Ashish Rana*, 2nd year BSc. Computer Science

4. **8th June – 8th July 2015:** A group of 19 students from 2nd year B.Sc. Computer Science of St. Anthony's College conducted a Basic IT Class from 08.06.2015 to 08.07.2015 as a part of Cyber Club program. *(Detailed report in Appendix B)*

5. **14th – 19th December 2015:** The 2nd and 3rd year BSc. Computer Science students will be conducted an IT out-reach programme in Umran. *(Detailed report in Appendix B)*

CYBER CLUB PROGRAMMES - 2016

1. **29th March – 1st April 2016: Cyber Club Programme**
   A group of 5 students of 3rd year BSc. Computer Science conducted a one week course on Basic Information Technology as part of the Cyber Club programme.
   Participants: Working Women's Evening School, Shillong
   Sessions Covered: Computer Basics, MS Windows, Word, Excel, PowerPoint, Internet
   Student Members: Dig Vijay Thapa, Dakerrihun M. Diengdoh, Amit Ghosh, Vishal Deb, Saurav Deb

2. **21st September 2016:** Social gathering of Cyber Club Members for Introduction and Distribution of badges. *(Details in Annexure)*

CYBER CLUB PROGRAMMES - 2017

Two programmes (Detail report in Appendix B – 2017)

Appendix – B (2015)

BASIC IT CLASS PROGRAM, CYBER-CLUB

DEPARTMENT OF COMPUTER SCIENCE, ST. ANTHONY'S COLLEGE

DATED FROM 08.06.2015 TO 08.07.2015

REPORT

A group of 19 students from 2nd year B.Sc. Computer Science of St. Anthony's College conducted a Basic IT Class from 08.06.2015 to 08.07.2015 as a part of Cyber Club program. The IT class was divided into two groups- morning 7.00 am to 8.00 am and evening 4.15 pm to 6.00 pm. The classes were held five days a week, from Monday to Friday. Students from different Departments- (Economics, Education, English, History, Khasi, Philosophy, Political Science, Botany, Fishery Science, Geology, Physics, and Commerce) of St. Anthony's College, both from 2nd year and 3rd year took an active participation in the program. The morning batch was having 22 students whereas the evening batch had 26- making a total of **48** students.

The one month IT Class was having a content of basic IT modules-
- Introduction to IT
- MS Word
- MS PowerPoint
- MS Excel
- Basic Internet

Three class tests of MS Word, MS PowerPoint and MS Excel for the assessment of the students were also taken on 22.06.2015, 29.06,2015 and 08.07.2015 respectively.

Attendance of the students was also taken compulsively. 16 students had a 100% of attendance in the one-month long course.

The certificates of the course were distributed on 15.07.2015 with the Hon'ble presence of Br. Albert L. Dkhar (Principal), Fr. Joby Joseph (Vice-Principal, HOD Computer Sc. Dept.) and also Digvijay Thapa (President, Cyber Club) at the Conference Hall.

Cyber Club: IT Reach Out Program – December 2015

<u>Highlights</u>

- IT Reach out Program was conducted at Umran RRTC from 14-19 December 2015.
- Classes started from 9:00am to 4:00 pm (Monday – Saturday)
- Total no. of Students attended the Classes: 72.
- Teaching Staff: 2nd and 3rd Year B. Sc Computer Science students (23 nos)
- Topics taken:
  - ✓ Basics of MS Windows
  - ✓ MS WORD,
  - ✓ MS POWERPOINT, and
  - ✓ MS EXCEL.

<u>PARTICIPANTS AFTER CERTIFICATE DISTRIBUTION</u>

Appendix – B (2016)

Cyber Club: Badge Distribution

Name of the Activity: 1st social gathering of Cyber Club members
Date: 21st September, 2016
Objectives of the Program: Introduction and Distribution of badges
Venue: Conference Hall, St Anthony's College
Time: 4:15 pm
Department: Computer Science

The program began with the Bible reading and prayer from the 1st semester. This was followed by a speech from Mr. Kevin. S. Khonglam, President of Cyber Club, Dr. Anjan Das, Head of the Department, and Prof. Kesterlee Syiemiong.

Fr.Saji Stephen, Vice Principal, delivered his speech as the Guest of Honor. He then introduced the Club Badge, the first of its kind in the club, to all the club members and faculty gathered. The badge was given to the teachers as a momento. Dr. Anjan Das distributed the badges to all the members.

The vote of thanks was given by the Vice President of the Cyber Club, Leonard Ekka, 3rd semester student.

The program ended with light refreshment for all the students and teachers present.

Report by,
Aquiline Kharbuki, 3rd year BSc. Computer Science

Appendix – B (2017)

Report on ICT Training by Cyber Club

Name of the Programme: ICT training for Rural Teachers, conducted as part of the Silver Jubilee Celebration of the Department of Computer Science

Organizer: Cyber Club, Department of Computer Science

Dates: 08/02/2017 to 11/02/2017

Venue: St. Anthony's College, Shillong

Objectives of the Programme: To provide basic IT training to the teachers to help in their day to day work and also become trainers to others in their area.

Instructors: 5 students

> 2nd Semester BSc Computer Sc.: Avoy Sarkar, Bikash Thapa
>
> 2nd Semester MCA: Bankerlang Sohtun, Kitborlang Lyngdoh
>
> 4th Semester MCA: Bankit Burom Nongbet,

Topics:

- Introduction to Windows
- MS Word
- MS Powerpoint
- MS Excel
- Basic Internet

Participants: The participants are the teachers from the Parish of Umden

Number of participants: 23

Distribution of Certificates: It was held on 11th February 2017. This function was graced by Shri. D. P. Wahlang, IAS, Commissioner and Secretary of IT Department, Govt. of Meghalaya as the Chief Guest and Br. Albert L. Dkhar SDB, Principal of the College along with staff and students of the department and participants of the training programme.

Feedback from Participants:

- The programme was good and interesting
- They thanked the Computer Science department for organizing the program
- They thanked the instructors for teaching them and having patience as they are slow to learn.

Achievement of the Programme: Overall the training was a success as the teachers of Umden have learnt to prepare mark sheet, attendance sheet, question papers and other related documents needed using MS Office.

Photographs:

Report by,

Bankerlang Sohtun, 2nd Semester MCA

Basic IT Course 2017

Name of the Programme: Cyber Club Basic IT Course 2017.

Organiser: Cyber Club.

Dates: From-03/07/2017 **To**-02/08/2017

Venue: Lab 01, Lab 02, RED HAT Lab.

Objective of the Programme: To impart basic knowledge of Computers and Basics of Microsoft Office.

Topic/Theme of the Programme: Introduction to Computers, MS Word, MS PowerPoint, MS Excel and Internet.

Instructors: 5TH Semester BSc. Computer Science Students.

Number of Instructors: 14

Participants: St. Anthony's College 3RD Semester and 5TH Semester BBA, Fishery Science, Statistics, Economics, Political Science, Khasi, and Botany.

Number of Participants:

- Morning Batch: 21
- Evening Batch: 20

Feedback from Participants:

1. The contents and timings were perfect for students, keeping us occupied. The contents were well taught and learnt. Duration was also good.

2. More interaction with the students and more exercises after each lesson also more lessons on uses of Internet and MS Excel was required.

3. The content was effective, since they started from introduction and proceeded to higher level it was easy for the students to learn.

4. The Basic IT course was really helpful in many ways. We learnt many new things about MS Office which will really be helpful in future.

5. It would be better if the next course is a bit longer as we can learn more and get more knowledge.

Achievement of the Programme: More knowledge in MS Office and gained more confidence in presenting.

Self-evaluation of the Programme: The program helped not only the students who applied for the course but also those of us who undertook the task of teaching. The program helped me expand my prior knowledge of Basic Ms Office. I too, along with the students, learnt a great many new things. The program also helped boost my confidence in speaking in front of an audience.

Report By:
Lili Das (**Cyber Club Secretary**)
Leonard Ekka (**Cyber Club President**)
L.AmitKumar Sharma (**Cyber Club Treasurer**)
Vijan Gurung (**Cyber Club Member**)
Photograph:

Cyber Club Basic IT Course 2017 – Participants and Instructors

Appendix – B (2018)

Basic IT Course by 5th Semester BSc. Computer Sc. 2018

Name of the Programme: Basic IT course 2018

Organiser: Cyber Club

Dates: 12th July 2018 – 13th August 2018

Venue: LAB 1 and LAB 2

Objective of the Programme: To improve the computer literacy of the students of the college.

Topics taught: Windows, MS Word, MS Power Point, MS Excel and Internet.

Instructors: 5th Semester BSc. Computer Science Students.

Number of Instructors: 15(morning) and 11(evening)

Participants: 2nd and 3rd year college students

Number of Participants:
Morning Batch (7:00 am – 8:30 am): 31
Evening Batch (4:30 pm – 6:00 pm): 9

Feedback from Participants: (few points mentioned by them): A feedback form was made and distributed among the students. The feedback received was positive. Few feedbacks are mentioned below:
- Participants appreciated the cyber club for taking such an initiative of teaching the fellow mates about the basic of computer, and in the future too they should continue to do so.
- Participants thanked the members of the cyber club for giving conducting the course, for their time and for clearing doubts each time with patience.
- Participants appreciated all they were being taught and encouraged to do so in the future.

Few suggestions were also given by the students. Some of them are mentioned below:
- To try to expand the course duration.
- Taking down notes in the class takes a lot of time, so it's better to create a group and send it in the group/send it in the common folder.

Achievement of the Programme: The Cyber Club has fulfilled its mission of learning, teaching and serving. The students got to revise old topics and learn new topics which will surely help them in their future.

Self-evaluation of the Programme: This program was helpful for the 5th semester students to boost up their confidence. They gained a lot of experience from this program.

Report By:
Avoy Sarkar,
Secretary, Cyber Club
5th Semester BSc Computer Sc

Photographs: *Class Sessions*

Distribution of Certificates to Participants

Basic IT Course by 3rd Semester BSc. Computer Sc. 2018

Name of the Programme: Cyber Club Basic IT 2018

Organiser: Cyber Club

Dates: from 23/07/2018 **to** 31/07/2018

Venue: Lab 03 and Lab 04

Objective of the Programme: To impart basic knowledge of Computers and Basics of Microsoft Office.

Topics taught: Introduction to Windows, Paint, MS Word.

Instructors: 3rd Semester BSc. Computer Science Students.

Number of Instructors: 20

Participants: Savio Evening School students

Number of Participants: 25

Evening Batch: 25

Feedback from Participants:

1. They were excited, enthusiast and looked forward for attending classes.
2. They wanted the classes to exceed a bit longer.
3. They started with neophyte skills but while leaving they learned to use the peripheral devices in much convenient way.
4. They felt the environment of the classes to be very friendly and lively
5. They found the faculty members interactive and Benignant.

Achievement of the Programme:

The programme played an enormous role in the learning-teaching process. It helped the students to imbibe computer knowledge and it helped them getting comfortable working in a computer environment. It helped the teachers to improve their teaching and learning skills. The teachers also learned to communicate among themselves which inturn helped them in developing their communication skills.

Self-evaluation of the Programme:

Although the first few classes were a little difficult because we didn't know how much knowledge the students had about the computer system plus the students were shy which was natural as it was the first class. But as they say good things take time we started progressing and in this progress we learned how to interact with students and the students started interacting with us. When our students asked a questions every teacher was excited to teach how thing are done. To summarize this I would say that it was a great experience teaching the children of Savio Evening School and I hope the students also learned the basics of windows, Microsoft word and paint and I hope that this one week of IT training would help them in their future.

Photograph:

Report By:

Gourav Kumar (**Cyber club Vice President**)

Roshni Kumari (**Cyber club member**)

Tirtham Das   (**Cyber club member**)

Subham Kumar (**Cyber club Publicity Manager**)