

Staff Development Centre, University of Jaffna

Continuous Professional Development (CPD) Programmes-2022

2022

No.	CPD Ref.No.	Date	Title of the CPD programme	Resource person(s)	Target group	No. of staff trained
152	SDC/2022/01	19.01.2022 1.30pm -3.00pm	Emotional Intelligence and Empathy	<ul style="list-style-type: none"> Dr. (Mrs) Nithya Tharmaseelan 	Staff	26
153	SDC/2022/02	20.01.2022 10.00am to 11.00 am	Let's Read Free Digital Library for Children	<ul style="list-style-type: none"> Mrs. Dinesha de Silva Wikramayake Dr. Kalpana Chandrasekaram Dr. Kalpana Chandrasekaram Mr. Anton Satkunam Mr. Joel Jeyanathan Ms. Shalini Amarasekera 	Academic and non-academic staff	45
154	SDC/2022/03	25.01.2022 11.00am -12.00pm	Peer Evaluation	<ul style="list-style-type: none"> Dr. S. Athirathan 	staff	50
155	SDC/2022/04	25.01.2022 03.00 pm - 5.00 pm	Publication Ethics	<ul style="list-style-type: none"> Prof.L.P.Jayatissa 	staff	28
156	SDC/2022/05	09.03.2022 09.00am-12.00pm	Word Processing and Documentation Using MS word	<ul style="list-style-type: none"> Mr.K.Ananthakrishnan 	Non-academic staff	42
157	SDC/2022/06	16.03.2022 09.00am-12.00pm	Handling Electronic Spreadsheet using MS Excel	<ul style="list-style-type: none"> Mrs.P.Balendran 	Non-academic staff	39
158	SDC/2022/07	23.03.2022 09.00am-12.00pm	Google Workspace	<ul style="list-style-type: none"> Mr.S.Sivaraj 	Non-academic staff	36

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159	SDC/2022/08	30.03.2022 09.00am-12.00pm	Maintaining Website using WordPress	<ul style="list-style-type: none"> Mr.Y.Achchuthan 	Non-academic staff	35
160	SDC/2022/09	06.04.2022 09.00am-12.00pm	Troubleshooting for PCs, Laptops, Network and other IT equipment.	<ul style="list-style-type: none"> Mr.A.Jeyakanth Mr.A.Kokulan Mr.M.Nadanathevan 	Non-academic staff	32
161	SDC/2022/10	27.04.2022 01.15pm-04.15pm	Workshop on using word press for website (Day-01)	<ul style="list-style-type: none"> Mr.Nageswaran Thileepan 	Non-academic staff	19
162	SDC/2022/11	27.05.2022 (Friday) 11.00 – 01.00 pm	History of the University of Jaffna, Sri Lanka and its contribution to the higher education of Sri Lanka, Higher education sector and trends, University and community connections Education reforms in the 21st century	<ul style="list-style-type: none"> Prof. P.Balasundarampillai 	Academic staff	85
163	SDC/2022/12	27.05.2022 (Friday) 02.00 – 05.00 pm	Introduction to LMS, Advanced usage of LMS and LMS Tamil Version (Group-I)	<ul style="list-style-type: none"> Dr. E. Y. A. Charles 	Academic staff	59
164	SDC/2022/13	28.05.2022 (Saturday) 08.30 – 10.00 am	Student Mentoring system	<ul style="list-style-type: none"> Prof. (Ms).G.Sathiyathas 	Academic staff	80

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165	SDC/2022/14	28.05.2022 (Saturday) 10.15 – 01.15 pm	Academic and organisational structure of the university, University's corporate vision, plan and its implementation strategies	<ul style="list-style-type: none"> Prof.(Ms).V.Arasaratnam 	Academic staff	82
166	SDC/2022/15	28.05.2022 (Saturday) 02.00 – 03.30 pm	Legal framework for governance of universities	<ul style="list-style-type: none"> Mrs. Kosalai Mathan 	Academic staff	81
167	SDC/2022/16	03.06.2022 (Friday) 08.30-10.00 am	Career goals and professional development	<ul style="list-style-type: none"> Prof. G.Mikunthan 	Academic staff	79
168	SDC/2022/17	03.06.2022 (Friday) 10.15 – 11.45 am	Establishment codes and other provisions for managing Universities	<ul style="list-style-type: none"> Mrs. Kosalai Mathan 	Academic staff	80
169	SDC/2022/18	03.06.2022 (Friday) 11.45 – 01.15 pm	Academic and personal counselling	<ul style="list-style-type: none"> Dr.K.Pakeerathan 	Academic staff	78
170	SDC/2022/19	03.06.2022 (Friday) 02.00 – 03.30 pm	How to be an effective helper; befriending and counselling skills	<ul style="list-style-type: none"> Mr. N. Navaraj 	Academic staff	70

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171	SDC/2022/20	04.06.2022 (Saturday) 08.30-10.00 am	National and international University ranking	<ul style="list-style-type: none"> Prof. P.Ravirajan 	Academic staff	75
172	SDC/2022/21	04.06.2022 (Saturday) 10.15 – 11.45 am	Relaxation techniques	<ul style="list-style-type: none"> Dr. Kumarasamy Ketheeswaran 	Academic staff	75
173	SDC/2022/22	04.06.2022 (Saturday) 11.45 – 01.15 pm	Multifaceted role of the University teacher and their code of conduct	<ul style="list-style-type: none"> Prof. P.Balasundarampillai 	Academic staff	75
174	SDC/2022/23	07.06.2022 (Tuesday) 01.00 – 04.30 pm	Introduction to LMS, Advanced usage of LMS and LMS Tamil Version (Group-II)	<ul style="list-style-type: none"> Dr. E. Y. A. Charles 	Academic staff	25
175	SDC/2022/24	10.06.2022 (Friday) 08.30-10.00 am	Learning styles	<ul style="list-style-type: none"> Prof. S. Kannathasan 	Academic staff	75
176	SDC/2022/25	10.06.2022 (Friday) 10.15 – 11.45 am	Soft skills, reflective practice and emotional intelligence	<ul style="list-style-type: none"> Prof. J.Robinson 	Academic staff	75

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177	SDC/2022/26	10.06.2022 (Friday) 11.45 – 01.15 pm	Initiatives on prevention of sexual gender based violence in HEIs	<ul style="list-style-type: none"> • Dr. K. Guruparan 	Academic staff	75
178	SDC/2022/27	10.06.2022 (Friday) 02.00 – 03.30 pm	Gender equity/equality (GEE)-Policy and legal framework	<ul style="list-style-type: none"> • Mrs.Thushani Shayanthan • 	Academic staff	75
179	SDC/2022/28	11.06.2022 (Saturday) 08.30-10.00 am	Literacy of mental health	<ul style="list-style-type: none"> • Dr. S. Sivathas 	Academic staff	78
180	SDC/2022/29	11.06.2022 (Saturday) 10.15 – 11.45 am	Presentation and communication skills	<ul style="list-style-type: none"> • Prof. S.Raguram 	Academic staff	78
181	SDC/2022/30	11.06.2022 (Saturday) 11.45 – 01.15 pm	Time management and quality enhancement	<ul style="list-style-type: none"> • Prof.N.Kengatharan 	Academic staff	78

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182	SDC/2022/31	11.06.2022 (Saturday) 02.00 – 03.30 pm	Stress management and success	<ul style="list-style-type: none"> Prof. B.Kumarendran 	Academic staff	78
183	SDC/2022/32	17.06.2022 (Friday) 08.30-10.00 am	Counselling role of the teacher in higher education	<ul style="list-style-type: none"> Prof.S.Srisatkunarajah 	Academic staff	80
184	SDC/2022/33	17.06.2022 (Friday) 10.15 – 11.45 am	Using web effectively for knowledge gathering	<ul style="list-style-type: none"> Mr. K. Sarveswaran 	Academic staff	80
185	SDC/2022/34	17.06.2022 (Friday) 11.45 – 01.15 pm	Delivering a Lesson	<ul style="list-style-type: none"> Mr. A.Nithlavarnan 	Academic staff	80
186	SDC/2022/35	17.06.2022 (Friday) 02.00 – 04.30 pm	Self-management, Coaching, mentoring and wellbeing	<ul style="list-style-type: none"> Prof. Sri Kandia (UK) 	Academic staff	80
187	SDC/2022/36	18.06.2022 (Saturday) 08.30-10.00 am	Lesson Planning	<ul style="list-style-type: none"> Prof. S.Rajendra 	Academic staff	80

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188	SDC/2022/37	18.06.2022 (Saturday) 10.15 – 11.45 am	Managing references using Mendeley	<ul style="list-style-type: none"> • Dr. M. Thanihaichelvan 	Academic staff	82
189	SDC/2022/38	18.06.2022 (Saturday) 11.45 – 01.15 pm	Patents and Commercialisation	<ul style="list-style-type: none"> • Dr.T.Eswaramohan • 	Academic staff	75
190	SDC/2022/39	24.06.2022 (Friday) 08.30 - 10.30am	Assessment and Evaluation	<ul style="list-style-type: none"> • Rev.Dr.J.C.Paul Rohan 	Academic staff	98
191	SDC/2022/40	24.06.2022 (Friday) 11.00 -12.30pm	Teaching Psychology	<ul style="list-style-type: none"> • Dr.(Ms).Rajini Mangaleswarasharma (OUSL) 	Academic staff	98
192	SDC/2022/41	24.06.2022 (Friday) 03.00 - 05.00 pm	Open Educational Resources (OER)	<ul style="list-style-type: none"> • Dr. E. Y. A. Charles 	Academic staff	81
193	SDC/2022/42	25.06.2022 (Saturday) 08.30 - 10.30 am	Assessment Methods and Types of Questions	<ul style="list-style-type: none"> • Rev.Dr.J.C.Paul Rohan 	Academic staff	95

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194	SDC/2022/43	25.06.2022 (Saturday) 11.00 - 12.30 pm	Peer evaluation of teachers	<ul style="list-style-type: none"> Prof.(Mrs)Meana Senthilnathanan 	Academic staff	98
195	SDC/2022/44	25.06.2022 (Saturday) 02.00 - 4.00 pm	Google Products (Drive, site, forms etc.) (Part-I)	<ul style="list-style-type: none"> Dr. E. Y. A. Charles 	Academic staff	84
196	SDC/2022/45	01.07.2022 (Friday) 09.30-11.00 am	Issues of plagiarism	<ul style="list-style-type: none"> Mrs. Thivya Jenan 	Academic staff	80
197	SDC/2022/46	01.07.2022 (Friday) 11.00-12.30 pm	Procurement procedures	<ul style="list-style-type: none"> Mr.K.Kanagaratnam 	Academic staff	83
198	SDC/2022/47	01.07.2022 (Friday) 02.00-3.30 pm	University examination procedures -administrative perspective	<ul style="list-style-type: none"> Ms.Anusha Sivanewaran (DR/Arts) 	Academic staff	82

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199	SDC/2022/48	02.07.2022 (Saturday) 08.30-12.30 pm	Assessment and Evaluation: Marking schemes, model answers and assessment rubrics. Giving constructive feedback to students and staff Quality assurance requirements on assessment and evaluation	<ul style="list-style-type: none"> • Prof. Gominda Ponnamparuma • (University of Colombo) 	Academic staff	98
200	SDC/2022/49	08.07.2022 (Friday) 08.30 - 01.00 pm	Curriculum design and revision	<ul style="list-style-type: none"> • Prof. Gominda Ponnamparuma • (University of Colombo) 	Academic staff	90
201	SDC/2022/50	09.07.2022 (Saturday) 02.00 pm-03.30 pm	Innovation and community engagement	<ul style="list-style-type: none"> • Dr. P. Iynkaran 	Academic staff	81

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202	SDC/2022/51	15.07.2022 (Friday) 09.00-10.30 am	Curriculum planning and mapping using SOLO taxonomy.	• Dr. A. Kaneswaran	Academic staff	98
203	SDC/2022/52	15.07.2022 (Friday) 11.00 – 12.30 pm	Procurement and technical evaluation of goods	• Mr.K. Kanagaratnam (Former Bursar/UOJ) •	Academic staff	90
204	SDC/2022/53	15.07.2022 (Friday) 01.30 – 3.30 pm	Advanced usage of LMS & LMS in Tamil	• Dr.E.Y.A. Charles	Academic staff	88

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205	SDC/2022/54	16.07.2022 (Saturday) 08.30 -10.00 am	Teaching method: Problem Based Learning (PBL)	<ul style="list-style-type: none"> • Prof.(Ms).Gitanjali Sathiadas 	Academic staff	90
206	SDC/2022/55	16.07.2022 (Saturday) 11.00 – 12.30 pm	Accessing electronic resources for literature survey	<ul style="list-style-type: none"> • Mr.S. Ketheeswaran 	Academic staff	88
207	SDC/2022/56	22.07.2022 (Friday) 09.00-10.30 am	Examination offence and punishment.	<ul style="list-style-type: none"> • Prof.G.Mikunthan 	Academic staff	85
208	SDC/2022/57	22.07.2022 (Friday) 11.00 – 12.30 pm	Utilizing ICT to enhance teaching / Learning process. (Zoom Session-I)	<ul style="list-style-type: none"> • Dr T.Ketheesan • 	Academic staff	82
209	SDC/2022/58	23.07.2022 (Saturday) 09.00 -10.30 am	Turnitin-Ithenticate- (Plagiarism-detection tool)	<ul style="list-style-type: none"> • Mrs. Thivya Jenan 	Academic staff	85

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210	SDC/2022/59	23.07.2022 (Saturday) 11.00 – 12.30 pm	Recurrent expenditure	<ul style="list-style-type: none"> Mr. K. Sureshkumar (Bursar/ UOJ) 	Academic staff	85
211	SDC/2022/60	05.08.2022 (Friday) 08.30-10.00 am	Getting published in quality journals.	<ul style="list-style-type: none"> Prof. P.Pratheepkanth 	Academic staff	80
212	SDC/2022/61	05.08.2022 (Friday) 10.30 -12.30 pm	Evaluating research publications & Research quality indicators	<ul style="list-style-type: none"> Mrs. Thivya Jenan Mrs.Komathy Murugathas 	Academic staff	82
213	SDC/2022/62	05.08.2022 (Friday) 01.30 – 03.00 pm	Google Products (Drive, site, forms etc) (Part-II)	<ul style="list-style-type: none"> Dr. E. Y. A. Charles 	Academic staff	80
214	SDC/2022/63	12.08.2022 (Friday) 08.30-10.30 am	Managing large document using MS word.	<ul style="list-style-type: none"> Mr. K.Ananthakrishnan 	Academic staff	75
215	SDC/2022/64	12.08.2022 (Friday) 11.00 – 12.30 pm	Utilizing ICT to enhance teaching / learning process. (Zoom Session-II)	<ul style="list-style-type: none"> Dr .T.Ketheesan 	Academic staff	71

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216	SDC/2022/65	13.08.2022 (Saturday) 08.00 -11.00 am	Scientific writing/communication for publication of research & Research proposal and design	<ul style="list-style-type: none"> Prof. (Ms).V.Arasaratnam 	Academic staff	75
217	SDC/2022/66	13.08.2022 (Saturday) 12.00 – 01.00 pm	Curriculum Development policy of the University of Jaffna	<ul style="list-style-type: none"> Prof. S.N.Surendran 	Academic staff	72
218	SDC/2022/67	20.08.2022 (Saturday) 11.00 – 12.30 pm	Research culture, engagement and impact	<ul style="list-style-type: none"> Prof. Kandasamy Vignarooban 	Academic staff	74
219	SDC/2022/68	20.08.2022 (Saturday) 01.00 – 02.30 pm	Writing Skills	<ul style="list-style-type: none"> Dr. (Mrs).K.Sivaji 	Academic staff	72
220	SDC/2022/69	27.08.2022 (Saturday) 02.30 – 04.30 pm	Managing references using endnote software	<ul style="list-style-type: none"> Prof. G.Sashikesh 	Academic staff	72
221	SDC/2022/70	02.09.2022 (Friday) 09.00-10.30 am	University examination procedures	<ul style="list-style-type: none"> Prof. P.Balasundarampillai 	Academic staff	71

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222	SDC/2022/71	02.09.2022 (Friday) 11.00 – 12.30 pm	Procurement	<ul style="list-style-type: none"> Mr. K. Sureshkumar (Bursar/ UOJ) 	Academic staff	74
223	SDC/2022/72	02.09.2022 (Friday) 02.00 – 04.00 pm	Research and Development, getting the funding for projects, linkages among research, community and industry through projects.	<ul style="list-style-type: none"> Prof. A. Atputharajah 	Academic staff	67
224	SDC/2022/73	03.09.2022 (Saturday) 08.30-12.00 pm	Leadership and Motivation	<ul style="list-style-type: none"> Mr. S. Renganathan (Former MD / CEO of Commercial Bank of Ceylon PLC) 	Academic staff	71
225	SDC/2022/74	03.09.2022 (Saturday) 01.00 – 03.00 pm	Habits of highly effective people	<ul style="list-style-type: none"> Dr. R. Vijayakumaran (Senior Lecturer Gr-I & Director/SDC) 	Academic staff	67
226	SDC/2022/74	09.09.2022 (Friday) 09.00 - 10.45 am	Writing claims for Portfolio	<ul style="list-style-type: none"> Dr. R.Vijayakumaran (Senior Lecturer Gr-I & Director/SDC) 	Academic staff	72
227	SDC/2022/75	09.09.2022 (Friday) 11.00 – 12.30 pm	Ethical issues in research	<ul style="list-style-type: none"> Prof. S.N.Surendran 	Academic staff	74

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228	SDC/2022/76	09.09.2022 (Friday) 02.15 – 04.15 pm	Making effective PPT presentations	<ul style="list-style-type: none"> Mr. K.Ananthakrishnan 	Academic staff	80
229	SDC/2022/77	10.09.2022 (Saturday) 10.00 - 11.00 am	Preparing marks sheet and analyzing the results using Excel.	<ul style="list-style-type: none"> Dr.P.Jeyanathan 	Academic staff	70
230	SDC/2022/78	16.09.2022 (Friday) 08.30 - 12.00 pm	Teacher centered vs student centered learning, Learning theories	<ul style="list-style-type: none"> Prof. (Mrs) S.Kugamoorthy (OUSL) 	Academic staff	76
231	SDC/2022/79	16.09.2022 (Friday) 01.00 - 4.00 pm	Teaching and learning strategies	<ul style="list-style-type: none"> Prof. (Mrs) S.Kugamoorthy (OUSL) 	Academic staff	76
232	SDC/2022/80	17.09.2022 (Saturday) 8.30 - 01.00 pm	Strategic planning and management for Universities, Part I: Principles, steps and logical sequence of strategic planning (Session-I & II)	<ul style="list-style-type: none"> Prof. Gamini Senanayaka 	Academic staff	72
233	SDC/2022/81	17.09.2022 (Saturday) 02.00 – 4.00 pm	Strategic planning and management for Universities, Part II : tools and techniques	<ul style="list-style-type: none"> Prof. Gamini Senanayaka 	Academic staff	72

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234	SDC/2022/82	24.09.2022 (Saturday) 08.30 – 10.00 am	Quality assurance for HEIs, Institutional Review, and Student Engagement	<ul style="list-style-type: none"> Prof.G.Mikunthan 	Academic staff	77
235	SDC/2022/83	24.09.2022 (Saturday) 10.15 – 11.45 am	Quality assurance process & management of study programmes	<ul style="list-style-type: none"> Prof.(Ms).V.Arasaratnam 	Academic staff	79
236	SDC/2022/84	24.09.2022 (Saturday) 11.45 – 01.15 pm	Programme monitoring and review	<ul style="list-style-type: none"> Prof. Meana Senthilnathanan 	Academic staff	82
237	SDC/2022/85	24.09.2022 (Saturday) 02.00 – 03.30 pm	Quality assurance standards for teaching and learning in HEIs & scoring system for PR	<ul style="list-style-type: none"> Dr.R.Vijayakumaran (Director/SDC) 	Academic staff	77
238	SDC/2022/86	24.09.2022 (Saturday) 03.30 pm -4.30 pm	Recap on Portfolio	<ul style="list-style-type: none"> Dr. R. Vijayakumaran (Director/SDC) 	Academic staff	77
239	SDC/2022/87	14.10.2022 (Friday) 10.30 -12.30 pm	Teaching Philosophy and Portfolio	<ul style="list-style-type: none"> Prof. S.Srisatkunarajah (Vice Chancellor) 	Academic staff	69

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240	SDC/2022/88	14.10.2022 (Friday) 01.30 - 03.30 pm	Financial regulation of the University, Financial management of University	<ul style="list-style-type: none"> Mr.V. Kanagasabapathy (Council member) 	Academic staff	55
241	SDC/2022/89	01.07.2022 (Friday) 08.30-04.45 pm	Online learning platforms and blended learning, Free online resource for education, Digital library system, Learning content storage and access	<ul style="list-style-type: none"> Dr.E.Y.Charles 	SLEAS Officers	15
242	SDC/2022/90	02.07.2022 (Saturday) 08.30-10.00 am	ICT Tools for content sharing -Sites and Blogs, ICT Tools for content sharing -Sites and Blogs	<ul style="list-style-type: none"> Mr. K. Sarveswaran 	SLEAS Officers	14
243	SDC/2022/91	02.07.2022 (Saturday) 10.30 – 04.30 pm	Examples of innovations, Innovation strategy, Innovation lab arrangement, How to motivate students for developing innovation idea, Innovation ideas for students.	<ul style="list-style-type: none"> Dr.T.Eswaramohan, Dr. M. Thanikaichelvan Mr.S.AnuRakavan (UBL manager) 	SLEAS Officers	12

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244	SDC/2022/92	15.07.2022 (Friday) 08.30-04.30 pm	Video recording, video editing, insert sound, Sharing video through YouTube, Practical session: preparing 20 minutes video and upload in YouTube account.	<ul style="list-style-type: none"> Dr. Raguram and the team 	SLEAS Officers	11
245	SDC/2022/93	16.07.2022 (Saturday) 08.30-12.45 pm	Introducing smart board and interactive board facilities, How to prepare a lesson for smart board or Interactive board, Practical session: - preparing and present a lesson on smart board or Interactive board.	<ul style="list-style-type: none"> Mr. S.Suthakar and the team 	SLEAS Officers	11
246	SDC/2022/94	16.07.2022 (Saturday) 01.30 –04.30pm	Introducing main parts in desktop computer, Current Specification of computer, Common Faults and basic troubleshooting in desktop computer and Laptop.	<ul style="list-style-type: none"> Mr. A.Jeyakanthan and TO team 	SLEAS Officers	09
247	SDC/2022/95	29.07.2022 (Friday) 08.30-4.45 pm	Google Apps for personal management, Google Apps for office management, Creating and Conducting an Exam using Google form, Google class room	<ul style="list-style-type: none"> Dr.E.Y.Charles 	SLEAS Officers	15

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248	SDC/2022/96	30.07.2022 (Saturday) 08.30am -4.45 pm	Soft skills -Counselling for Teachers, Students and parents during pandemic.	<ul style="list-style-type: none"> Mrs.Varathagowry Vasudevan Director, Training division, National Institute of Social Development 	SLEAS Officers	14
249	SDC/2022/97	05.08.2022 (Friday) 08.30 am- 04.45pm	Introducing IOT, Examples of IOT in daily life, How to implement an idea using IOT, Practical session: creating an IOT for basic idea, Introducing important of ICT for office management, How to implement office management using the ICT, Office automation	<ul style="list-style-type: none"> Dr. S. Kaneswaran Team 	SLEAS Officers	15
250	SDC/2022/98	06.08.2022 (Saturday) 08.30 am -01.00 pm	Introducing zoom, meet, teams and webinar, How to create zoom account and schedule a meeting, How to use facilities in Zoom (Screen sharing, annotation, etc.), Practical session: preparing meeting content, create zoom account, schedule a zoom meeting and conduct a meeting	<ul style="list-style-type: none"> Mr. K.Ananthakirishnan 	SLEAS Officers	13

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251	SDC/2022/99	06.08.2022 (Saturday) 01.30 pm -04.45 pm	Introducing SPSS, Practical session: preparing result analysis by SPSS.	<ul style="list-style-type: none"> Dr. S.Atchuthan 	SLEAS Officers	13
252	SDC/2022/100	12.08.2022 (Friday) 08.30 am- 10.15 am	Customer oriented approach	<ul style="list-style-type: none"> Dr. (Mrs).S.Vaikunthavasan 	SLEAS Officers	15
253	SDC/2022/101	12.08.2022 (Friday) 10.30 am- 12.30 pm	School Administration and resource allocation	<ul style="list-style-type: none"> Prof. P.Balasundarampillai 	SLEAS Officers	17
254	SDC/2022/102	12.08.2022 (Friday) 1.15 pm – 4.30 pm	Mentoring	<ul style="list-style-type: none"> Prof. (Mrs) G.Sathiadas and team, (Medicine) 	SLEAS Officers	17
255	SDC/2022/103	13.08.2022 (Saturday) 08.30 am -04.30 pm	Presentation, Active listening and non-violence communication, Motivation Monitoring and supervision skills, Transparency (avoid misunderstanding) Conflict management and problem solving, Effective time management	<ul style="list-style-type: none"> Mr. S. Suntharesan (HRM/ HNB) 	SLEAS Officers	17

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256	SDC/2022/104	19.08.2022 (Friday) 08.30 am- 01.00 pm	Procurement practices	<ul style="list-style-type: none"> Eng.S. Shanmuganathan, DCS (Engineer Service, NPC) 	SLEAS Officers	13
257	SDC/2022/105	19.08.2022 (Friday) 02.00 pm- 04.00 pm	Action Research in Practice	<ul style="list-style-type: none"> Mr.A Nithlavarnan 	SLEAS Officers	12
258	SDC/2022/106	20.08.2022 (Saturday) 08.30 am – 10..30 am	Change management	<ul style="list-style-type: none"> Prof. T. Thanaraj (Faculty of Humanities and Sciences- SLIIT) 	SLEAS Officers	14
259	SDC/2022/107	20.08.2022 (Saturday) 10.45 am – 01.00 pm	Habits of highly Effective/Successful people	<ul style="list-style-type: none"> Dr. R. Vijayakumaran (Senior Lecturer Gr-I & Director/SDC) 	SLEAS Officers	14
260	SDC/2022/108	20.08.2022 (Saturday) 01.30 pm- 04.00 pm	Preliminary investigation and reporting	<ul style="list-style-type: none"> Dr. K. Thiyagaraja Deputy Chief Secretary (Audit) NEPC (Retired) and Formerly Consultant, Disciplinary Unit of Chief Secretary's Secretariat, NPC 	SLEAS Officers	14
261	SDC/2022/109	27.08.2022 (Saturday) 08.30 am – 12.30 pm	Personal relationship, Intra and inter, Professional Vs personal, Work – Life balance (Self efficacy)	<ul style="list-style-type: none"> Mr.S. Raghavan (Former Senior Manager, Commercial Bank and Corporate Trainer for various Institutions) 	SLEAS Officers	10

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262	SDC/2022/110	27.08.2022 (Saturday) 01.30 pm -4.00 pm	Analysis of results of Students using MS Excel	<ul style="list-style-type: none"> Mrs.P.Balendran (Lecturer) 	SLEAS Officers	10
263	SDC/2022/111	02.09.2022 (Friday) 08.30 am - 04.30 pm	Leadership skill Motivational skill Team building Responsible decision making Nonviolence communication Sharing and supporting Positive thinking	<ul style="list-style-type: none"> Mr. S. Renganathan (MD/CEO Commercial Bank PLC) 	SLEAS Officers	12
264	SDC/2022/112	03.09.2022 (Saturday) 09.00 am – 12.00 Pm	Learn to learn, Why we behave the way we behave?, Critical thinking and Creativity	<ul style="list-style-type: none"> Prof. S.Kannathasan 	SLEAS Officers	15
265	SDC/2022/113	03.09.2022 (Saturday) 01.00 – 02.30 pm	Managing stress	<ul style="list-style-type: none"> Prof. B.Kumarendran 	SLEAS Officers	15
266	SDC/2022/114	03.09.2022 (Saturday) 03.00 – 04.30 pm	Effective curriculum implementation	<ul style="list-style-type: none"> Prof. F.M.Nawastheen 	SLEAS Officers	15

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267	SDC/2022/115	12.08.2022 (Friday) 08.30 am- 10.15 am	Customer oriented approach	<ul style="list-style-type: none"> Dr. (Mrs).S.Vaikunthavasan 	SLEAS Officers	15
268	SDC/2022/116	12.08.2022 (Friday) 10.30 am- 12.30 pm	School Administration and resource allocation	<ul style="list-style-type: none"> Prof. P.Balasundarampillai 	SLEAS Officers	17
269	SDC/2022/117	12.08.2022 (Friday) 1.15 pm – 4.30 pm	Mentoring	<ul style="list-style-type: none"> Prof. (Mrs) G.Sathiadas and team, (Medicine) 	SLEAS Officers	17
270	SDC/2022/118	13.08.2022 (Saturday) 08.30 am -04.30 pm	Presentation, Active listening and non-violence communication, Motivation Monitoring and supervision skills, Transparency (avoid misunderstanding) Conflict management and problem solving, Effective time management	<ul style="list-style-type: none"> Mr. S. Suntharesan (HRM/ HNB) 	SLEAS Officers	17
271	SDC/2022/119	19.08.2022 (Friday) 08.30 am- 01.00 pm	Procurement practices	<ul style="list-style-type: none"> Eng.S. Shanmuganathan, DCS (Engineer Service, NPC) 	SLEAS Officers	13

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272	SDC/2022/120	19.08.2022 (Friday) 02.00 pm- 04.00 pm	Action Research in Practice	<ul style="list-style-type: none"> Mr.A Nithlavarnan 	SLEAS Officers	12
273	SDC/2022/121	20.08.2022 (Saturday) 08.30 am – 10.30 am	Change management	<ul style="list-style-type: none"> Prof. T. Thanaraj (Faculty of Humanities and Sciences- SLIIT) 	SLEAS Officers	14
274	SDC/2022/122	20.08.2022 (Saturday) 10.45 am – 01.00 pm	Habits of highly Effective/Successful people(Session-I)	<ul style="list-style-type: none"> Dr. R. Vijayakumaran (Senior Lecturer Gr-I & Director/SDC) 	SLEAS Officers	14
275	SDC/2022/123	20.08.2022 (Saturday) 01.30 pm- 04.00 pm	Preliminary investigation and reporting	<ul style="list-style-type: none"> Dr. K. Thiyagaraja Deputy Chief Secretary (Audit) NEPC (Retired) & Formerly Consultant, Disciplinary Unit of Chief Secretary's Secretariat, NPC 	SLEAS Officers	14
253	SDC/2022/124	27.08.2022 (Saturday) 08.30 am – 12.30 pm	Personal relationship, Intra and inter, Professional Vs personal, Work – Life balance (Self efficacy)	<ul style="list-style-type: none"> Mr.S. Raghavan (Former Senior Manager, Commercial Bank and Corporate Trainer for various Institutions) 	SLEAS Officers	09
254	SDC/2022/125	27.08.2022 (Saturday) 01.30 pm -4.00 pm	Analysis of results of Students using MS Excel	<ul style="list-style-type: none"> Mrs.P.Balendran (Lecturer) 	SLEAS Officers	09

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255	SDC/2022/126	02.09.2022 (Friday) 08.30 am - 04.30 pm	Leadership skill Motivational skill Team building Responsible decision making Nonviolence communication Sharing and supporting Positive thinking	<ul style="list-style-type: none"> Mr. S. Renganathan (MD/Commercial Bank) 	SLEAS Officers	12
256	SDC/2022/127	03.09.2022 (Saturday) 09.00 am – 12.00 Pm	Learn to learn, Why we behave the way we behave?, Critical thinking and Creativity	<ul style="list-style-type: none"> Prof. S.Kannathasan 	SLEAS Officers	15
257	SDC/2022/128	03.09.2022 (Saturday) 01.00 – 02.30 pm	Managing stress	<ul style="list-style-type: none"> Prof. B.Kumarendran 	SLEAS Officers	15
258	SDC/2022/129	03.09.2022 (Saturday) 03.00 – 04.30 pm	Effective curriculum implementation	<ul style="list-style-type: none"> Prof. F.M.Nawastheen 	SLEAS Officers	13
259	SDC/2022/130	10.09.2022 (Saturday) 08.30 am – 11.00 am	Identification of research problem, Developing conceptual framework	<ul style="list-style-type: none"> Dr. R. Vijayakumaran Senior Lecturer Gr-I (Director/SDC) 	SLEAS Officers	14

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260	SDC/2022/131	10.09.2022 (Saturday) 11.00 am – 01.00 pm	Developing tools for data collection, Questionnaire Online tools	• Dr. S. Atchuthan	SLEAS Officers	14
261	SDC/2022/132	10.09.2022 (Saturday) 01.30 pm – 04.45 pm	Strategic Planning and action plans-I	• Prof Sri Kandia & Dr. R. Vijayakumaran Senior Lecturer Gr-I (Director/SDC)	SLEAS Officers	15
262	SDC/2022/133	16.09.2022 (Friday) 08.45 am - 01.00 pm	Analyzing the data using statistical package	• Dr. S. Achchuthan	SLEAS Officers	16
263	SDC/2022/134	16.09.2022 (Friday) 01.30 pm- 04.45 pm	Strategic Planning and action plans-II	• Prof Sri Kandia & Dr. R. Vijayakumaran Senior Lecturer (Director/SDC)	SLEAS Officers	13
264	SDC/2022/135	23.09.2022 (Friday) 08.30 am- 01.00 pm	Emotional intelligence and reflective practice ,Empathy, Balance personality, Mediation skill	• Prof. J. Robinson	SLEAS Officers	18
265	SDC/2022/136	23.09.2022 (Friday) 02.00 pm- 04.00 pm	Writing proposals to get grants and report writing	• Prof. A. Atputharajah	SLEAS Officers	14