Internal Quality Assurance Cell

Government Post Graduate College, Obra, Sonebhadra

REPORT

TRAINING PROGRAM

NON-TEACHING STAFF

2018-19

There was an administrative training program for the non-teaching staff on computer skill.

Non-Teaching Staff: Computer Training

GPGC OBRA
24.46959, 82.99965
F292+F2J, Obra, Vilemar Kundi 231219

Training on Office Management 2018-19

IQAC GPGC OBRA
24.46956, 82.99964
F292+F2J, Obra, Vilemar Kundi 231219

2019-20

The administrative and office management training was completed in 2019-20. Students were participated as well.

Administrative and Office Management training

IQAC GPGC OBRA
24.46958, 82.99968
F292+F2J, Obra, Vilemar Kundi 231219

Principal

2020-21

Due to Covid-19, the non-teaching training were organized via online.

2021-22

'Use of less paper' workshop organized for non-teaching staff.

Workshop: Use of less Paper

Workshop: Use of less Paper II

2022-23

The program organized in the academic year 2022-23 are as follows:

1. MIS and Office
2. Use of ICT and Less Paperwork
3. File management

Training program on 'MIS and Office'

Principal
Govt. P. G. College
Obra-Sonebhadra