

Workshop on

“Role of Information Technology in University Management”

(October 16–20, 2001)

PROGRAMME

October 16, 2001 (Tuesday)		
09:15 am – 10:00 am	Registration of Participants	Venue: Administrative Block, JMI
Introductory Session (Venue: Conference Hall, Administrative Block)		
10:00 am – 10:30 am	General Introduction	Prof. B.B. Dhar
10:30 am – 11:00 am	Information Technology – The Jamia Marches Ahead	Prof. Zahid H.Khan
11:00 am – 11:30 am	Discussion	
11:30 am – 12:30 pm	Inauguration of the Workshop	Venue: Conference Hall, Administrative Block
12:30 pm – 01:00 pm	Tea	
Post-Inaugural Session (Venue: Conference Hall, Administrative Block)		
01:00 pm – 01:30 pm	A Presentation on “Values and Practices in Jamia”	Prof. Ashok Chakradhar
01:30 pm – 02:30 pm	Lunch	Venue: Jamia Guest House
Session-I : General (Venue: Lecture Hall, Guest House)		
Chairman: Prof. S. I. Ahson		
02:30 pm – 03:15 pm	Why Computerisation and Information Technology in Higher Education?	Prof. B. B. Dhar
03:15 pm – 04:00 pm	E-Governance in the University Administration	Prof. P.S. Grover
04:00 pm – 04:15 pm	Tea	
04:15 pm – 05:00 pm	On-Line Periodical Section – A Case Study	Mr. Alsaad Ishaq Mr. M. R. Warsi Prof. Farid Ghani

October 17, 2001 (Wednesday)		
Session-II : Information Technology (Venue: Lecture Hall, Guest House)		
Chairman: Prof. K. N. Tripathi		
09:30 am – 10:45 am	IT Hardware & Peripherals and Software Tools followed by discussion	Dr. Khurram Mustafa Mr. S.K.Naqvi
10:45 am – 11:15 am	A Presentation on “Values and Practices in Jamia”	Prof. Ashok Chakradhar

11:15 am – 11:30 am	Tea	
Session-III: Office Management Software (Venue: Lecture Hall, Guest House) Chairman: Prof. M. R. Khann		
11:30 am – 01:30 pm	Effective Use of MS-Word, MS-PowerPoint and MS-Excel	Mr. S.K.Naqvi Dr. Khurram Mustafa Dr. Furqan Qamar
01:30 pm – 02:30 pm	Lunch	
Session-IV: Demonstration/ Hands-On-Training (Venue: Computer Centre, JMI) (HOT MS-Office Tools)		
02:30 pm – 03:45 pm	Demonstration/ Hands-On-Training: MS Word and MS-Excel	Mr. A U Khan/ Mr. J A Khan
03:45 pm – 04:00 pm	Tea	
04:00 pm – 05:00 pm	Demonstration/ Hands-On-Training: PowerPoint	Mr. A U Khan/ Mr. J A Khan

October 18, 2001(Thursday)		
Session-V : Computer for Campus Administration (Venue: Lecture Hall, Guest House) Chairman: Mr. T. A. Khan		
09:30 am – 11:00 am	Office Automation – A Case Study of Jamia	Mr. M.N.A. Chaudhary & Mr. Satish Bansal (<i>SQL Star</i>)
11:00 am – 11:15 am	Tea	
11:15 am – 12:00 noon	Computer Network and Its Needs	Prof. Moinuddin
Session-VI: Current Trends in E-Learning (Venue: Lecture Hall, Guest House) Chairman: Prof. Mohd. Miyan		
12:00 noon – 12:45 pm	Exploring New Technologies for Learning	Prof. S.I. Ahson
12:45 pm – 01:30 pm	Distance Learning and Its Management through Internet	Mr. Soumya Kanti (<i>Educomp</i>)
01:30 – 02:30 p.m.	Lunch	
Session-VII: Libraries in the IT Age (Venue: Lecture Hall, Guest House) Chairman: Mr. S. Ansari		
02:30 pm– 03:30 pm	The Role of IT in the Management of University Libraries	Prof. R. Satyanarayan
03:30 pm – 03:45 pm	Tea	
03:45 pm – 5:00 pm	Demonstration of Library Information System (Venue: <i>Dr. Zakir Husain Library</i>)	Mr. Khalid K. Farooqui Dr. M. N. Doja

October 19, 2001(Friday)		
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Session-VIII : Empowerment of Universities through Website (Venue: Lecture Hall, Guest House)		
Chairman: Prof. B. B. Dhar		
09:30 am – 11:00 am	Website- A Powerful Tool for Efficiency and Economy	Mr. S.K. Naqvi
	Web-Based Education – Some Basic Concepts and Practices	Dr. Sanjay Mishra
11:00 am – 11:15 am	Tea	
11:15 am – 12:00 noon	Courseware Development on the Web (Venue: Computer Centre)	Mr. C.N. Sinha (Onward Education)
12:00 noon – 12:45 pm	Demonstration of the Campus-wide Network Facility in Jamia (Venue: Computer Centre)	Mr. A.U. Khan Mr. S.K.Naqvi
01:45 pm – 02:45 pm	Lunch	
Session-IX : Case Studies (Venue: Lecture Hall, Guest House)		
02:45 pm – 05:00 pm	Case Studies by Participants	Prof. B. B. Dhar Prof. Z. H. Khan
04:00 pm – 04:15 pm	Tea	

October 20, 2001 (Saturday)		
Session-X : Concluding Session (Venue: Lecture Hall, Guest House)		
09:30 am – 10:30 am	General Discussion & Round-up	Prof. B. B. Dhar Prof. Z. H. Khan
	Tea	
10:30 am	Valedictory Session Certificate Distribution	<ul style="list-style-type: none"> · Prof. B.B. Dhar, <i>AIU</i> · Prof. Zahid H. Khan, <i>JMI</i> · Mr. Syed Shahid Mahdi <i>Vice Chancellor, JMI</i> · Comments/ Observations from Participants · Mr. Syed Shahid Mahdi <i>Vice Chancellor, JMI</i> · Dr. Usha Rai Negi, <i>AIU</i>
12:30 pm – 01:30 pm	Lunch	