



# Maitreya College of Education & Management

## Shaping Education

Affiliated to Aryabhata Knowledge University, Patna

### Report and Photographs on each capability building and skill enhancement initiative adopted

**MCEM**

Maitreya College of Education & Management

## Shaping Education

Affiliated to Aryabhata Knowledge University, Patna

Preparation and English Translation of report/register for last three years of Soft skills, Language and communication skills, Life skills (Yoga, physical fitness, health and hygiene), ICT/computing skills (8 Programmes Reports/Register)

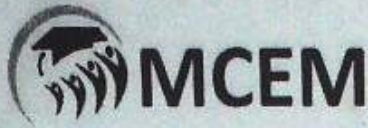
Sn	Programme Name	Date(Duration)
1	Managing Online Class and creating e-content	05.03.2020
2	Online international yog diwas	21.06.2020
3	Awareness of safety and protection at workplace	28.10.2020
4	Communication Skill at workplace	26.02.2021
5	International Yoga Day on Blended Mode	21.06.2021
6	Enhance Communication Skill using Language Lab	09.10.2021
7	Skill Development to enhance the administrative capabilities	07.03.2022
8	International Yog day	21.06.2022

*Handwritten signature and date: 20.04.2023*

EPIP Campus, Hajipur Industrial Area,  
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## Maitreya College of Education & Management *Shaping Education*

Affiliated to Aryabhata Knowledge University, Patna



### Maitreya College of Education & Management *Shaping Education*

Affiliated to Aryabhata Knowledge University, Patna



Date: 29.02.2020

#### Notice

All the teaching staff members are hereby informed that college organizing one day skill development program on "Managing Online Class and creating e-content" on dated 05.03.2020 in ICT lab. All teaching staff members are requested to attend the program.

DR. GYANDEO MANI TRIPATHI

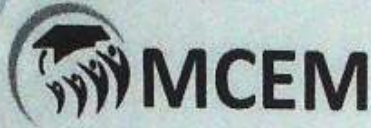
*गुणदेव*  
29.02.2020  
Principal  
Maitreya College of Education  
Hajipur, Bihar

EPIP Campus, Hajipur Industrial Area,  
Hajipur, Vaishali - 844 102 (Bihar), Ph. : 06224-271834  
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Date: 05.03.2020

#### One day skill development program on Managing Online Class and creating e-content

One day skill development program on "Managing Online Class and creating e-content" has been organized on 05.03.2020 at 11:00 am onwards in ICT lab. The resource person is Mr. Ankit Kumar, Asst. Prof.

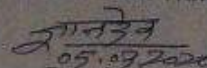
In this lecture, Mr. Ankit Kumar, Asst. Prof. introduces the term "Managing Online Class and creating e-content", keeping in view the immense benefits and reach of online courses in the present academic setup, the teaching learning centre is now available.

Themes development of a deeper understanding of the dynamics of e-content creation and the underlying technology and proficiency. Use of open source tools for the creation of e-content including generic video creation software for recording and minor editing, screen capturing. Develop effective digital content in the form of animated videos, live chats diagrams and mind-maps for true student engagement. Assistance in online course instructional design & best practices. Developing expertise in holding a live classes and utilizing it for a lucid delivery of content.

Outcomes: After successful completion of the online program, the participants will be able to create an e-content for their discipline using open source software tools. Integrate OERs in their e-resources. Design MOOCs pertaining to the specifications of the four quadrant model with the facility to share resources and also provision for assessment. Design the framework for the effective implementation of these online courses. Effectively manage an online class.

Prof. Rekha Kumari, Co-ordinator conducted the proceeding. All staff took efforts for successful organization of the program.

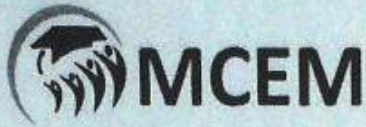
DR. GYANDEO MANI TRIPATHI

  
05.03.2020  
PRINCIPAL  
MAITREYA COLLEGE OF EDUCATION  
& MANAGEMENT HAJIPUR, BIHAR

EPIP Campus, Hajipur Industrial Area,  
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Date:15.06.2020

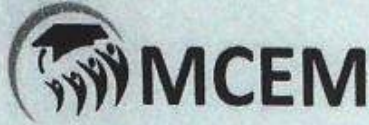
#### Notice

All the teaching, non-teaching staff members and students are hereby informed that college organizing one day online program on "international yog diwas" on dated 21.06.2020 in Bodhistava Sabhagar. All the teaching, non-teaching staff members and students are requested to attend the program.

DR. GYANDEO MANI TRIPATHI

  
15.06.2020  
Principal  
Maitreya College of Education  
Management Hajipur, Bihar

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Date: 21.06.2020

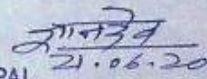
#### One day online program on international yog diwas

Maitreya College of Education and Management organized one day online program on "international yog diwas" on dated 21.06.2020 11:30 onwards in Bodhistava Sabhagar at the time of covid-19 pandemic.

Prof. (Dr.) Gyandeo Mani Tripathi, Principal told that yog is also included on B.Ed. syllabus. He explained that yog is very important process for good education, mind development, physical health, concentration, concentration on exam, remove bad habits and relief mind stress.

The program was inaugurated at the hands of Prof. Gyandeo Mani Tripathi, Principal and Shailesh Kumar Singh Asst. Prof. motivated the participants for the same. All the teachers and non-teaching staff appreciated the efforts for successful organization of program.

DR. GYANDEO MANI TRIPATHI

  
21.06.20  
PRINCIPAL  
MAITREYA COLLEGE OF EDUCATION  
& MANAGEMENT, HAJIPUR, BIHAR



## Maitreya College of Education & Management

### Shaping Education

Affiliated to Aryabhata Knowledge University, Patna

Date:19.10.2020

#### Notice

All the teaching and non-teaching staff members are hereby informed that college organizing one day training session on "Awareness of safety and protection at workplace" on dated 28.10.2020 in Classroom 2. All the teaching and non-teaching staff members are requested to attend the program.

DR. GYANDEO MANI TRIPATHI

Principal 19.10.20

PRINCIPAL  
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## Maitreya College of Education & Management

### Shaping Education

Affiliated to Aryabhata Knowledge University, Patna

Date: 28.10.2020

#### One day program on Awareness of safety and protection at workplace


Maitreya College of Education and Management organized one day training session on "Awareness of safety and protection at workplace" on dated 28.10.2020. in Classroom 2.

Asst. Prof. Ajay Kumar Singh was explained in detailed about a safe and healthy workplace not only protects workers from injury and illness; it can also lower injury/illness costs, reduce absenteeism and turnover, increase productivity and quality, and raise employee morale. He also highlighted the recommended practices use a proactive approach to managing workplace safety and health. Traditional approach is often reactive- i.e., problems are addressed only after a worker is injured or becomes sick, a new standard or regulation is published, or an outside inspection finds problem that must be fixed.

The main goal of such program on safety and health programs is to prevent workplace injuries, illness, and deaths, as well as the suffering and financial hardship these events can cause for workers, their families and employees.

Prof. Gyandeo Mani Tripathi, Principal and Prof. Rekha Kumari co-ordinator appreciated the efforts taken by the staff. Principal introduced & welcome resource person.

DR. GYANDEO MANI TRIPATHI

  
Principal  
Maitreya College of Education  
Management Hajipur, Bihar

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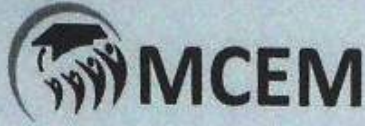
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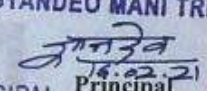


Date:16.02.2021

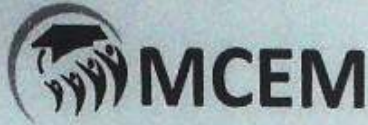
#### Notice

All the teaching and non-teaching staff members are hereby informed that college organizing one day skill development program on "Communication Skill at workplace" on dated 26.02.2021 in ICT lab. All the teaching and non-teaching staff members are requested to attend the program.

DR. GYANDEO MANI TRIPATHI

  
Principal  
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& MANAGEMENT HAJIPUR, BIHAR

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Date: 26.02.2021


#### One day skill development program on Communication Skill at workplace

Maitreya College of Education and Management organized one day skill development program on "Communication Skill at workplace" on dated 26.02.2021 in ICT lab. Asst. Prof. Santosh Suman was the resource person.

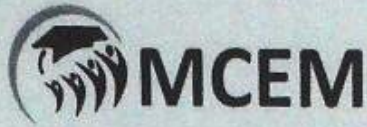
He explained in detailed about a communication skill at workplace and their effects on working environment. He also highlighted many of the problems we encounter in the workplace are the result of poor communication. Whether we are frustrated by a lack of information from senior managers or worrying about how to break bad news to colleague, communication is often at the root of the issue and the solution. By learning how to communicate more effectively, we can stop problems from escalating and make the workplace a more efficient and harmonious environment to be in. we can also present ourselves more positively, both to existing colleagues and future employers during the job application process.

Prof. (Dr.) Gyandeo Mani Traipathi and Prof. Ajay Kumar Singh appreciated the efforts taken by the staff. Principal introduced and welcome resource person.

DR. GYANDEO MANI TRIPATHI

  
Principal  
26.02.2021  
PRINCIPAL  
MAITREYA COLLEGE OF EDUCATION  
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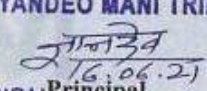


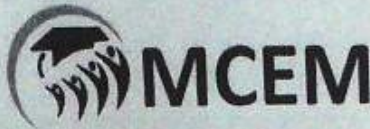
Date:16.06.2021

#### Notice

All the teaching, non-teaching staff members and students are hereby informed that college organizing one day program on "International Yoga Day on Blended Mode" on dated 21.06.2021 in Bodhistav Sabhagar. All the teaching, non-teaching staff members and students are requested to attend the program.

DR. GYANDEO MANI TRIPATHI

  
Principal  
Maitreya College of Education  
Management Hajipur, Bihar



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Date: 21.06.2020

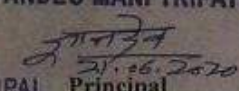
#### One day International Yoga Day on Blended Mode

Maitreya College of Education and Management organized one day program on "International Yoga Day on Blended Mode" on dated 21.06.2021 11:30 onwards in bodhistava sabhagar at the time of covid-19 pandemic in multipurpose hall. This day is introduced as International yoga day by our Hon'ble prime minister. On this occasion teachers and students are also given permission to join online as participants by the google meet platform.

Prof. (Dr.) Gyandeo Mani Tripathi, Principal explained that benefits of yog on the current health emergency situation on the Covid-19 pandemic. He also explained that regular yoga practice creates mental clarity and calmness; increases body awareness; relieves chronic stress patterns; relaxes the mind; centers attention; and sharpens concentration.

The program was inaugurated at the hands of Prof. Gyandeo Mani Tripathi, Principal and Co-ordinator Dr. Ajay Kumar Singh. All the teaching, non-teaching staff and students appreciated the efforts for successful organization of program.

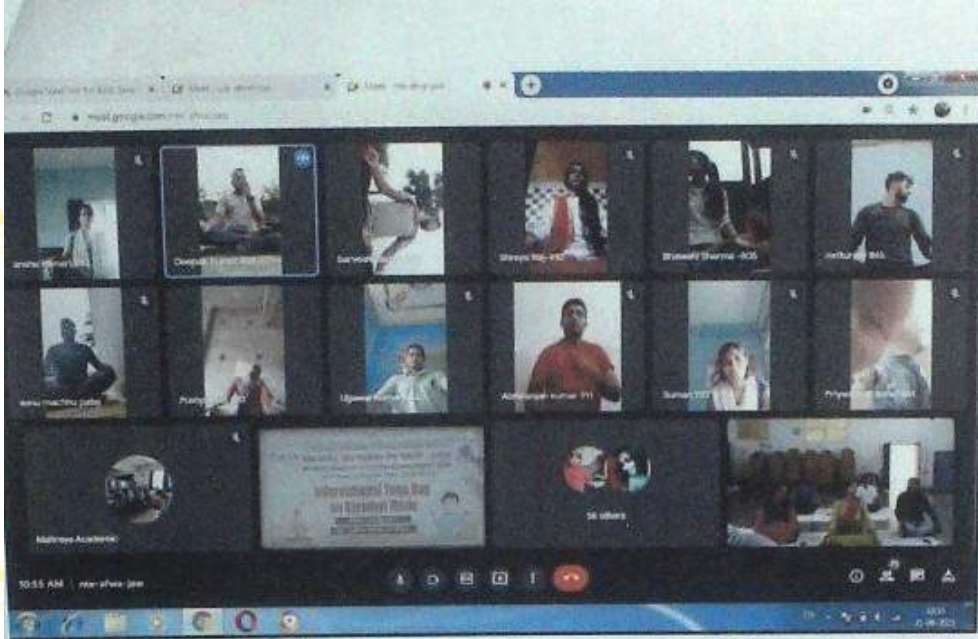
DR. GYANDEO MANI TRIPATHI

  
Principal  
MAITREYA COLLEGE OF EDUCATION  
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Date: 02-10-2021

#### Notice

All the teaching and non-teaching staff members are hereby informed that college organizing one day program on "Enhance Communication Skill using Language Lab" on dated 09.10.2021 in ICT lab. All the teaching and non-teaching staff members are requested to attend the program.

DR. GYANDEO MANI TRIPATHI

*जानसेन*  
02.10.2021

Principal  
PRINCIPAL  
MAITREYA COLLEGE OF EDUCATION  
MANAGEMENT HAJIPUR, BIHAR

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## Maitreya College of Education & Management

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Date: 09.10.2021

#### One day program to Enhance Communication Skill using Language Lab

Maitreya College of Education and Management organized one day program on "Enhance Communication Skill using Language Lab" on dated 09.10.2021, 11:00 am onwards in ICT lab. Asst. Prof. Pankaj Kumar Shah was the resource person.

He explained that language labs are designed to enhance communication skills. These programmes are tools to increase learners' participation and interaction while going through the course. This facilitates acceleration in comprehensive language learning, with all the four skills being completely addressed. The highly interactive nature of language labs boosts high motivation among teaching, Nonteaching staff and students of college. The audio-visual support to language learning is largely seen to be responsible for this furtherance to self confidence, in the use of the target language.

The program was inaugurated at the hands of Prof. Gyandeo Mani Tripathi, Principal and Co-Ordinator Dr. Ajay Kumar Singh. All the teaching, non-teaching staff and students appreciated the efforts for successful organization of program.

DR. GYANDEO MANI TRIPATHI



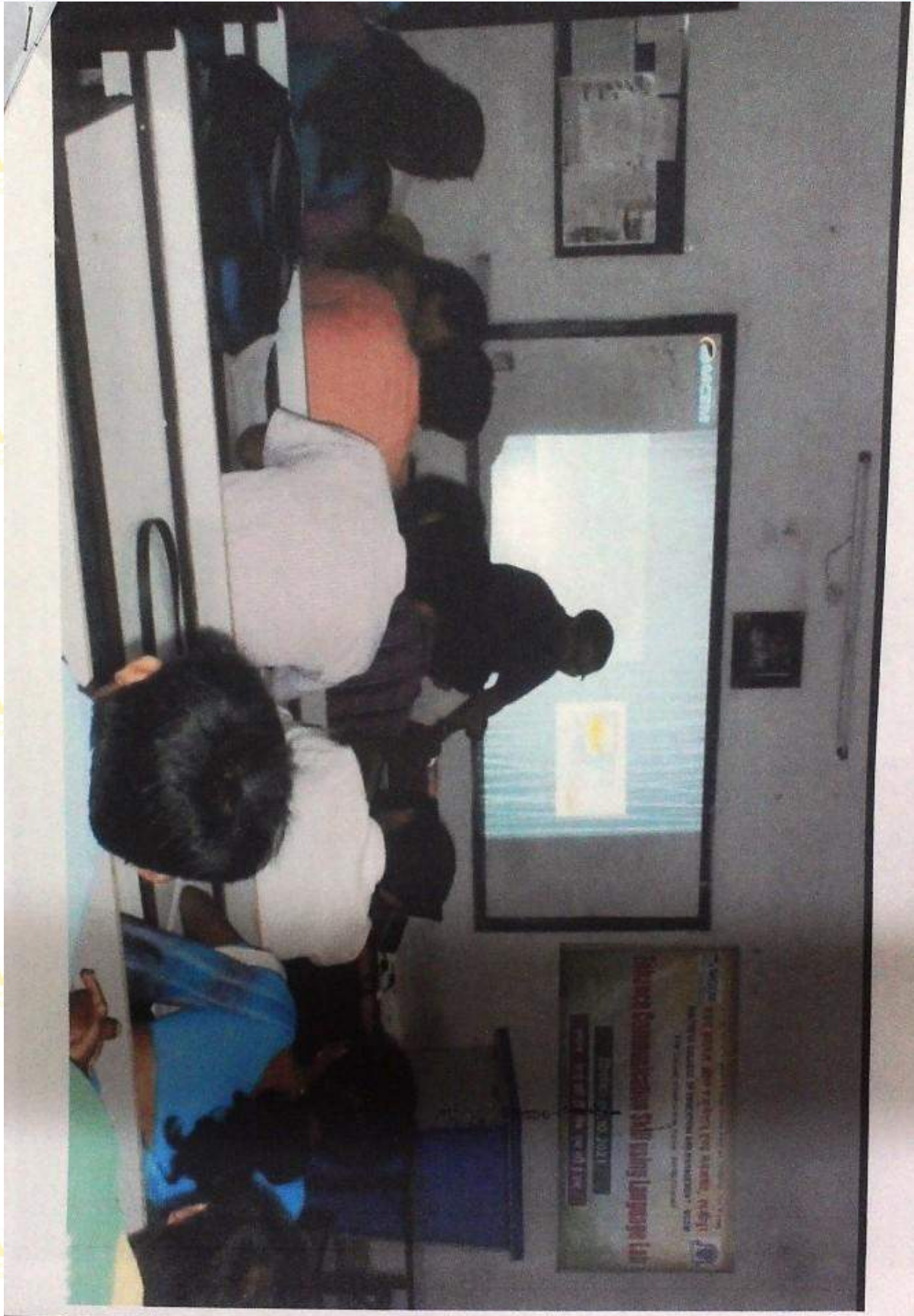
Principal

PRINCIPAL  
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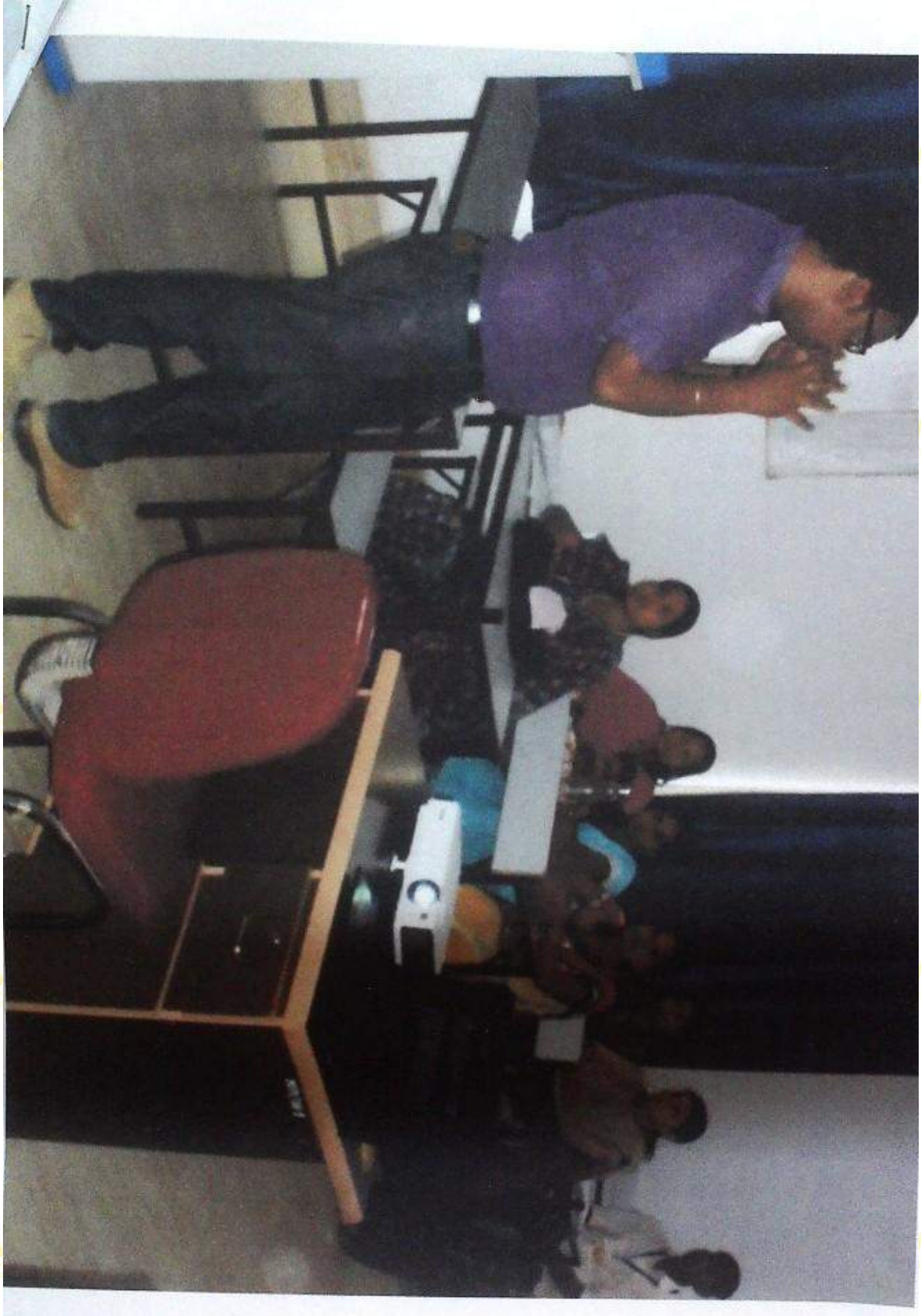




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Date: 03-03-2022

#### Notice

All the teaching and non-teaching staff members are hereby informed that college organizing one day training program on "Skill Development to enhance the administrative capabilities" on dated 07.03.2022. All the teaching and non-teaching staff members are requested to attend the program.

DR. GYANDEO MANI TRIPATHI

गान्देव  
03.03.22  
Principal

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Date: 07.03.2022

#### One day Training program on Skill Development to enhance the administrative capabilities

Maitreya College of Education and Management inaugurated a one day training program on "Skill Development to enhance the administrative capabilities" under the aegis of R. N. Technologies, Patna on dated 07.03.2022. The program focused on the skill development of Non teaching staff of our college. The objective was to train and equip with knowledge of administrative officers and other non teaching staff to develop interpersonal and managerial skill. The trained faculty can potentially use the contents from this course for

1. How to serve the institute in better way and explained if the institute grows automatically the employee grows
2. How it is important to have knowledge of MS-Office at working place.

The training program was inaugurated at the hands of Prof. Gyandeo Mani Tripathi, Principal and Mr. Ajay Kumar convener of the program. Mrs. Rekha Kumari motivated the participants for the same. All the teachers appreciated the efforts of the non teaching staff.

DR. GYANDEO MANI TRIPATHI

*गुणज्ञान*  
07/03/2022

Principal  
Maitreya College of Education  
& Management Hajipur Bihar

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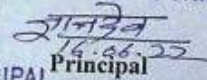


Date: 16.06.2022

### Notice

All the teaching, non-teaching staff members and students are hereby informed that college organizing one day program on "International Yog Day" on dated 21.06.2022 in Bodhistava Sabhagar. All the teaching, non-teaching staff members and students are requested to attend the program.

DR. GYANDEO MANI TRIPATHI



Principal  
PRINCIPAL  
MAITREYA COLLEGE OF EDUCATION  
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Date: 21.06.2022

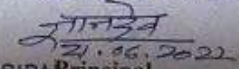
#### One day program on International Yog day

Maitreya College of Education and Management organized one day program on "International Yog Day" on dated 21.06.2022 10:30 onwards. The yoga session was led by B. Ed. first year student Raju Kumar in which students of both the sessions participated. On this occasion, the faculty members also performed yoga in the Bodhisattva Sabhagar of the Institute.

The yoga session conducted from 10:30 am to 11:30 am in which everyone completed Anulom Swalom, Bhrastraka Pranayam, Pawan Musasan, Uttrasan etc. in a self-effacing manner. This year's theme was "Yoga for Humanity". In this, all the students completed the work of small board decoration. Faculty cum D.S. Kothari house In-charge Rekha Kumari thanks the academics for ensuring their presence in this yoga session and appreciated the efforts for successful organization of program. Along with the importance of yoga and suggestions for making it a part of the global lifestyle for the individual.

The program was inaugurated at the hands of Prof. Gyandeo Mani Tripathi, Principal and Co-Ordinator Prof. Rekha Kumari. All the teaching, non-teaching staff and students appreciated the efforts for successful organization of program.

DR. GYANDEO MANI TRIPATHI

  
21.06.2022  
Principal  
Maitreya College of Education  
Management, Hajipur, Bihar

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International Yoga Day

21-06-2022



