



HENRY BAKER COLLEGE

MELUKAVU, KOTTAYAM

Founded 1981

Accredited by NAAC With 'A' Grade An ISO 9001 : 2015 Certified Institution

A Christian Minority Educational Institution run by C.S.I East Kerala Diocese
Affiliated to Mahatma Gandhi University, Kottayam

Criterion-5

STUDENT SUPPORT AND PROGRESSION

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

IV. ICT/ COMPUTING SKILLS

Submitted to



THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

1. WORKSHOP ON BIBLIOMETRIC ANALYSIS

03/10/ 2023

The Department of Commerce organized a comprehensive workshop on Bibliometric Analysis, led by Dr. Aparna Merin Mathew, a distinguished scholar and Assistant Professor of Commerce at All Saints' College. The workshop aimed to provide students and faculty members with an in-depth understanding of bibliometric analysis, a statistical method used to analyze and quantify the plethora of publications in a given field.

The workshop commenced with a presidential address delivered by the Principal of our college. The Principal emphasized the importance of such workshops in enhancing the research capabilities of students and faculty members.

Dr. Aparna Merin Mathew has a rich academic background with a Doctorate in Commerce, specializing in 'Risk Management in the Agriculture Sector'. She emphasized the importance of this tool in understanding research trends, evaluating research productivity, and identifying potential research collaborators and journals. The workshop included interactive sessions where Dr. Aparna Marin Mathew demonstrated the use of various bibliometric tools and software. She also discussed the practical aspects of bibliometric analysis, including data collection from databases like Scopus and Web of Science, and the use of algorithms and quantitative techniques for data analysis. The workshop concluded with a Q&A session, providing an opportunity for participants to clarify their doubts and discuss specific scenarios related to their research areas. The participants found the workshop to be highly informative and beneficial, equipping them with the necessary skills to conduct bibliometric analysis in their respective fields. The Department of Commerce is grateful to Dr. Aparna for her invaluable contribution and looking forward to organizing more such enlightening workshops in the future.



WORKSHOP ON BIBLIO METRIC ANALYSIS

Resource Person : Dr. Aparna Merin Mathew

Date : 3-10-2023

Venue : AC Hall

Date: 3/10/23

Bibliometric Analysis - Workshop - AC - Auditorium
Resource Person - Dr. Aparna Merin Mathew.

- | | | | |
|----|----------------------|---|--|
| 1 | Ashmitha Issac | - | |
| 2 | Anitta. Stanley | - | |
| 3 | Binal Babu | - | |
| 4 | Roshin Roy | - | |
| 5 | Saya Bina | - | |
| 6 | Ditto Jashy | - | |
| 7 | Alan Thomas | - | |
| 8 | Kinse manuel | - | |
| 9 | Krishna Sari | - | |
| 10 | Devi Ka Ajimon | - | |
| 11 | Jinu k.c | - | |
| 12 | Harikrishnan. S | - | |
| 13 | Athul.V.S | - | |
| 14 | Aksha maljohnson | - | |
| 15 | Thara Babu | - | |
| 16 | Linta Thomas | - | |
| 17 | Sneha shyju | - | |
| 18 | Anreshiya cherian | - | |
| 19 | Shinu Thomas P | - | |
| 20 | Ashly Meseena Mathew | - | |
| 21 | Dr. Sanki Go. | - | |
| 22 | Justio Joe | - | |



Shinu Thomas P
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MELUKAVU
3/10/23

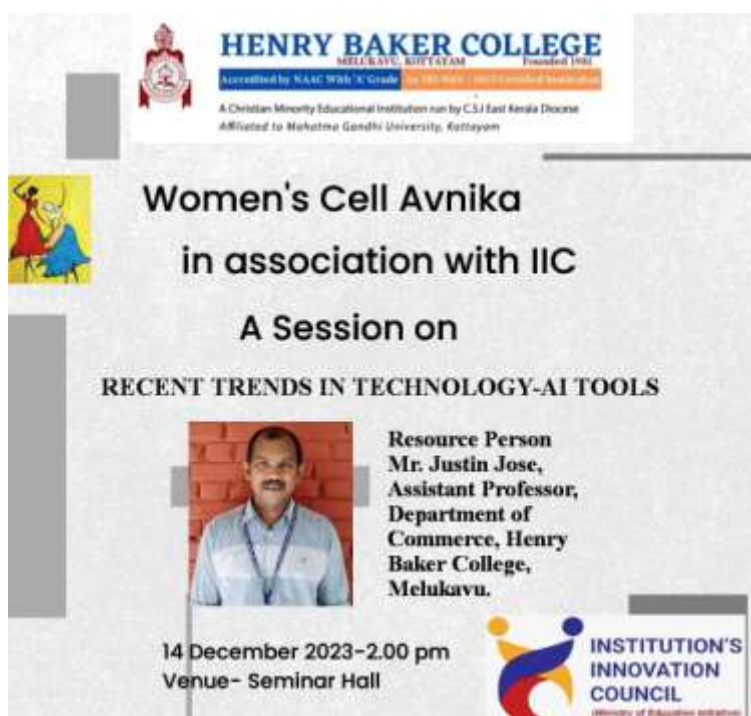
2. Seminar on Recent Trends in Technology-AI Tools

14/12/2023

Objective-To familiarise the students various AI Tools

Avnika in association with Instituton Innovation Council organised a seminar on Recent Trends in Technology-AI Tools on 14/12/2023 for the III year boys students. Mr.Justin Jose, Asst.Professor, Dept.of Commerce was the resource person. Innovations in information technology and other essentials of Digital era were discussed in detail.

Outcome-The Students became advanced by knowing the recent trends in technology.



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Women's Cell Avnika
in association with IIC
A Session on
RECENT TRENDS IN TECHNOLOGY-AI TOOLS

Resource Person
Mr. Justin Jose,
Assistant Professor,
Department of
Commerce, Henry
Baker College,
Melukavu.

14 December 2023-2.00 pm
Venue- Seminar Hall

**INSTITUTION'S
INNOVATION
COUNCIL**
(Ministry of Education Initiative)



Recent Trends in Technology - AI Tools.

Hands on Training — 14/12/2023, 2pm

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Venue: Seminar Hall

Sl. No.	Name	Department/class	Signature
1	Syam Mohanan	B.com model I CA	[Signature]
2	Sidhu Mohanan	B.COM Model III Computer A	[Signature]
3	Ananthakrishnan Mr B	B.Coms Model - II C.A	[Signature]
4	Amal Krishna.	B.COM Model - II C.A	[Signature]
5	Navson Sunny	B.com Model - II C.A	[Signature]
6	Akash P.R	B.com Model II C.A	[Signature]
7	Thomas Mathew	B.com model II CA	[Signature]
8	Neseem V.S	B.Sc Physics	[Signature]
9	Ashkar Nazeerhin	B.sc Physics.	[Signature]
10	Badusha sidhik	BA English	[Signature]
11	Nihal Saji	B.A English	[Signature]
12	Rasil Arif	B.com Co-operation	[Signature]
13.	Mubammed Ithhisbans	B.com CA model II	[Signature]
14.	Sebin K Saju	"	[Signature]
15	Mabeen Rafeek	B.A History	[Signature]
16	Mubammed Althaf	B.com model - II CA	[Signature]
17	Bunny Abishe	"	[Signature]
18.	Mubammed Ithhisbans	"	[Signature]
19.	Amalsha P.P	B.A History	[Signature]
20	Mubammed Islam	B.A English	[Signature]
21	AMEER V.M	B.A History	[Signature]
22	ARIF Basheer	"	[Signature]
23	Abhijith biju	"	[Signature]
24	Arun siby	"	[Signature]
25	Kiran Raju	"	[Signature]
26	Salman Parisi	"	[Signature]
27	Anil Sebastian	III BA History	[Signature]
28	Subin Michael	III B.com Co-operation	[Signature]
29	Abin Peakash	"	[Signature]
30	Balu P S	"	[Signature]
31	Alexian Job	"	[Signature]
32	Amal KV	"	[Signature]

Sl. No	Name	Department / Class	Signature
33	Siva Prad NT	"	[Signature]
34	Arun babu	"	[Signature]
35	Shinu george	"	[Signature]
36	Vishnu Suresh	III B. Com Co-operation	[Signature]
37	Abhisam Prakash	"	[Signature]
38	Aswin Biju	"	[Signature]
39	Ajay kumar. A.S.	"	[Signature]
40	Albin James	"	[Signature]
41	Abinav K. P.	"	[Signature]
42	Jacob Mani	"	[Signature]
43	Sham Prasad P	"	[Signature]
44	Nikhil Vinod.	III B. Com Co-operation	[Signature]
45	Jimmy J. Azhathinkal	III B.A. English	[Signature]
46	Dinose Jo		

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3. Mastering Microsoft Office for Academic Purposes

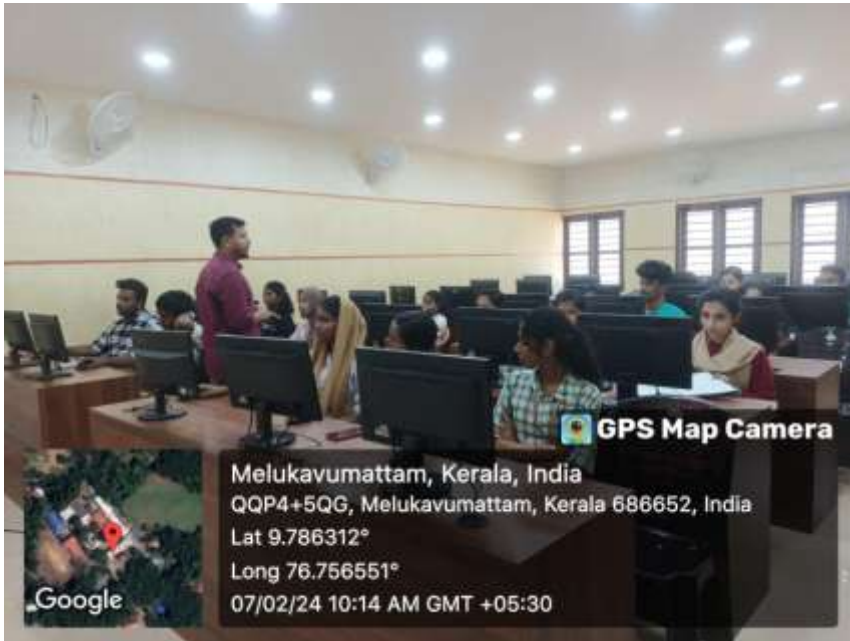
07/02/2024

The Department of English, Henry Baker College, Melukavu in association with Institution's Innovation Council organized a workshop on "Mastering Microsoft Office for Academic Purposes" for the III Year B. A English students on 07.02.2024 in the Computer Lab from 10.00 am. to 1.00 pm. The program was organized with the aim to equip the students with essential skills for the academic and professional success. The program included training sessions on "Microsoft Power Point" by Mr. Paul Mathews, Assistant Professor, Department of English and "Microsoft Word" by Dr. Ansa Andrews, Assistant Professor, Department of English. A total of 19 students actively participated in the program.

The session on PowerPoint by Sri. Paul Mathews focused on the effective use of visual aids and design techniques to deliver impactful presentations. The students were guided on how to structure their presentations, use appropriate templates, incorporate multimedia elements, and engage the audience effectively. Dr. Ansa Andrews led a training session on utilizing Microsoft Word for academic writing purposes. The students were guided on formatting guidelines, structuring their reports, using referencing tools, and creating professional-looking documents for academic submissions.

The hands-on approach taken by the instructors helped the students grasp the concepts effectively and apply them in their academic assignments. The program not only enhanced the students' technical skills but also improved their confidence in presenting and communicating their ideas effectively. The program served as a platform for students to develop practical skills and enhance their overall learning experience.



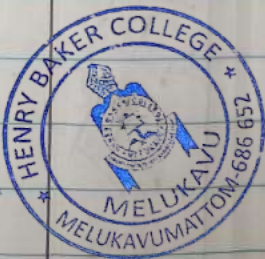


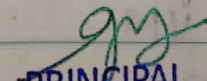
Mastering Microsoft Office for Academic Purposes,

Resource Persons: Dr. Ansa Andrews and Paul Mathews

Date: 7.2.2024 Venue: Computer Lab Time: 10.00 am - 12.00 pm

No.	Name	Class	Signature
1	Amal Joy	III B.A. English	
2	Muhammed Aslam	"	
3	Asmin Ajinas	"	
4	Nikitha Vinu	"	
5	Anjana K.A	"	
6	Anagha Sebastian	"	
7	Febin Noushad	"	
8	Aasiya Yousuf	"	
9	Anjalimol N.M	"	
10	Shanimol Shaju	"	
11	Vishnu Vinod	"	
12	Liya Johnson	"	
13	Meenakshi V.M	"	
14	Diya Benny	"	
15	Badusha Sathik	"	
16	Yugin Richard Edmond	"	
17	Shabana P.S.	"	
18	Aksa Mol K.B	"	
19	Dakshya Rajeshwaran	"	
20	Paul Mathews	Asst. Professor	
21	Ansa Andrews	Asst. Professor	




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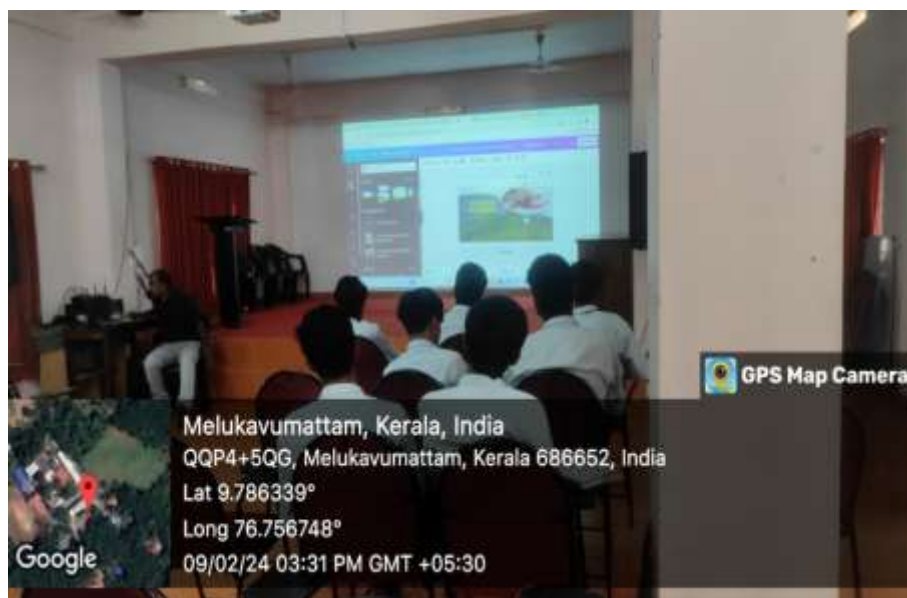
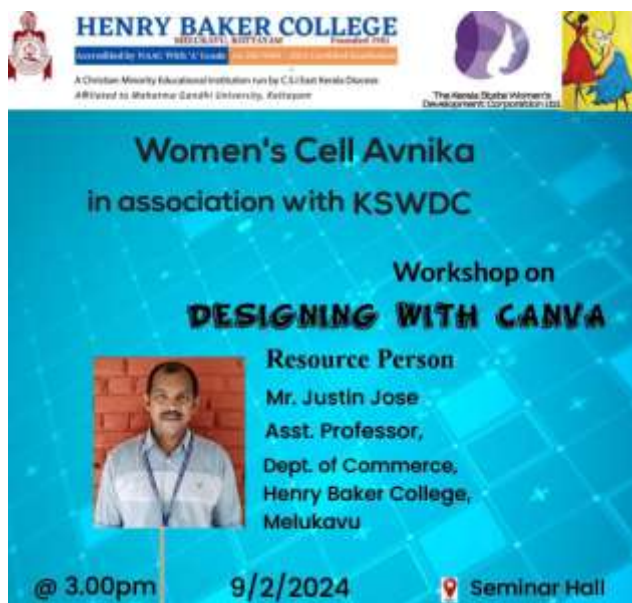
4. Workshop on Designing with Canva

09/02/2024

Objective-To familiarise students various features of Canva.

Avnika in association with Instituton Innovation Council organised a workshop on Designing with Canva on 9/2/2024 for the II year boys students. Mr. Justin Jose, Asst. Professor, Dept. of Commerce was the resource person. Students were given a training on how to prepare power point presentations using Canva app. The features of Canva were discussed in detail.

Outcome-Students became advanced by knowing the features of Canva .



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Womens Cell Annika
in association with KSWDC
Workshop on

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Designing with Canva - 9/Feb/24-3pm

	Name	Class	Signature
01	Saljo V. James	II B.A History	Saljo
02	Alan Wilson	II B.A History	Alan
03	Ajith Haridas	I B.A History	Ajith
04	Adithyan V. Suresh	"	Adithyan
05	Searayal Vijay	"	Searayal
06	Nandhu Vanugopal	II B.Com Cooperation	Nandhu
07	Ahebo Benny	"	Ahebo
08	Dinse Joseph	II B.A English	Dinse
09	Jimmy J. Azhathinkal	"	Jimmy

gm
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