

## VPM's B. N. Bandodkar College of Science (Autonomous), Thane

### Report of 'Introduction to Google Docs'

**Date:** 16th August, 2021

**Name of the department conducting event:** Department of Botany, VPM's B. N. Bandodkar College of Science (Autonomous), Thane

**Class –** S. Y. B. Sc

**Number of participants –** 15 (13 Females + 2 Males)

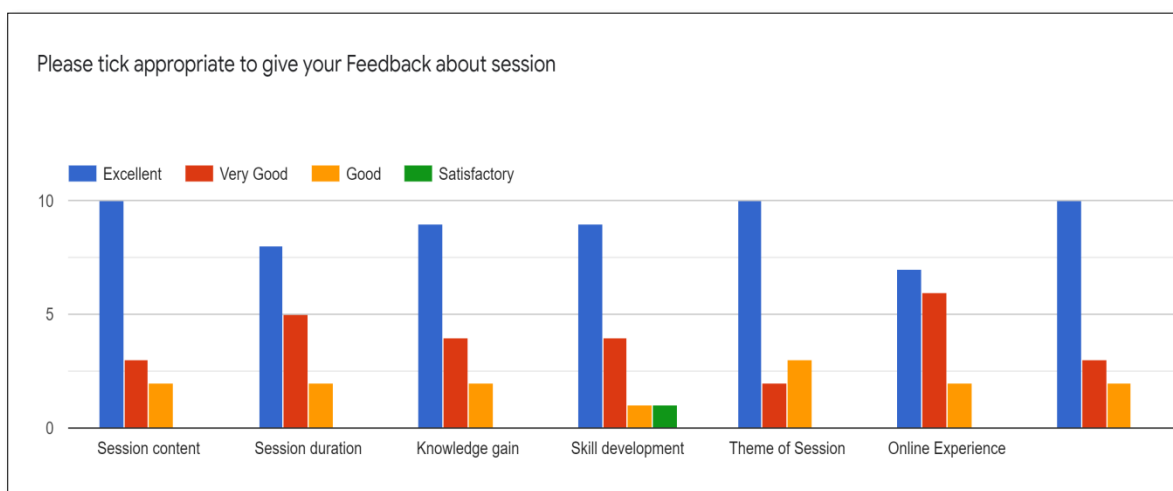
**Number of teachers -** Nil

**Resource person:** Dr. Snehal Bhangale, Asst. Professor, Department of Botany, VPM's B. N. Bandodkar College of Science (Autonomous), Thane

**Platform:** Google meet

During the pandemic all modes of communication are online. For communication with students and to submit the project, assignments which were performed in groups had to be online mode. It has been observed that although students are good at communication and knowledge of the topic but unable to write it when they have to use a computer. When students were doing the project/assignment in group writing a report is difficult due to the pandemic. Hence Dept. of Botany organized a lecture on 'Introduction to Google Doc' under Skill Development Scheme. It was conducted by Dr. Snehal Bhangale using online mode. It involved demonstration of how to use Google doc and how many people works simultaneously was shown practically and also with the help of MS-PowerPoint Presentation. Students learn how to develop and/or edit documents online, while working with others. Group members no longer have to wait for other group members to update their portion of the presentation. There is no longer the need to upload and download files multiple times or email files back and forth.

**Feedback Analysis:** All the students appreciated the theme and the overall feedback of this session was excellent.



**Outcomes:** The session was useful in improving writing skills using online platform.

## Introduction to Google docs



Google docs

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Image credit: <https://www.geekintofeature.com/technology/blog/google-docs.html>



S.N. Bhangale