




### EVENT COMPLETION REPORT

Please prepare the report signed by the program Secretariat/Program coordinator within 10 days of event completion for record. Reports should be 2-4 pages.

#### SECTION A: Event Detail

|   |  |   |                        |
|---|--|---|------------------------|
| <b>Event title:</b>   | Workshop on Automation of What's Happening Process     |   |                        |
| <b>Starting date of event:</b>  | 20/06/2024 to 20/06/2024                               | <b>Duration of Event (in days)</b>            | 01                     |
| <b>Name of the event organizing School</b>                                      | Sharda University                                      |   |                        |
| <b>Name of the event organizing Department</b>                                  | IQAC   |   |                        |
| <b>Sponsor of the Event (Sharda University in case of internal sponsorship)</b> | Sharda University                                      |   |                        |
| <b>Committee Members:</b>   | <b>Advisor</b>   | Prof. (Dr.) Sally Lukose,<br>Director IQAC    |                        |
|   | <b>Convener</b>  | Dr. Parul Saxena,<br>Overall Coordinator IQAC |                        |
|   | <b>Coordinator</b>                                     | Mr. Tahir Khan,<br>Assistant Registrar        |                        |
| <b>Chief Guest/ Guest of Honor with affiliation (If any)</b>                    | N/A  | <b>Email:</b> N/A                             | <b>Contact No:</b> N/A |
| <b>Name of Speaker/s with affiliation (If any)</b>                              | <b>Dr. Parul Saxena,</b><br><b>Associate Professor</b> | <b>Email:</b> parul.saxena@sharda.ac.in       |                        |
|   | <b>Mr. Ashok Kumar,</b><br><b>Digital Marketing</b>    | <b>Contact No:</b> +919873777356              |                        |

  
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**SECTION B: Event report and reflection**


1. **Event objectives-** (a). To sensitize and brief the participants about the What's Happening automation process.  
(b). To clear doubts and address issues of the participants related to the automation process.
2. **Event description:** The what's happening process so far has been done manually. The IQAC in its initiated to automate the process have developed a portal to see the approval procedures online and ease out the faculty in getting the events organized by their perspective schools published more easily. The IQAC with support of Sharda-Tech has successfully initiated this process and this workshop is an exercise to train the concerned faculty member/event co-ordinators of all schools to use this portal
3. **Participants** (compulsory for events):

| S.No | Total Participants | Number of Male | Number of Female |
|------|--------------------|----------------|------------------|
|      | 25                 | 15             | 10               |

4. **Budget distribution from University/ any other agency: N/A**

5. **Appendices**

| Sr. No. | Appendices                                     |
|---------|--|
| 1       | Participants contact list:                     |
| 2       | Participants feedback on the organized program |
| 3       | Event Agenda                                   |
| 4       | Images/Photos of the events                    |
| 5       | Web sites link                                 |
| 6       | Other information                              |

  
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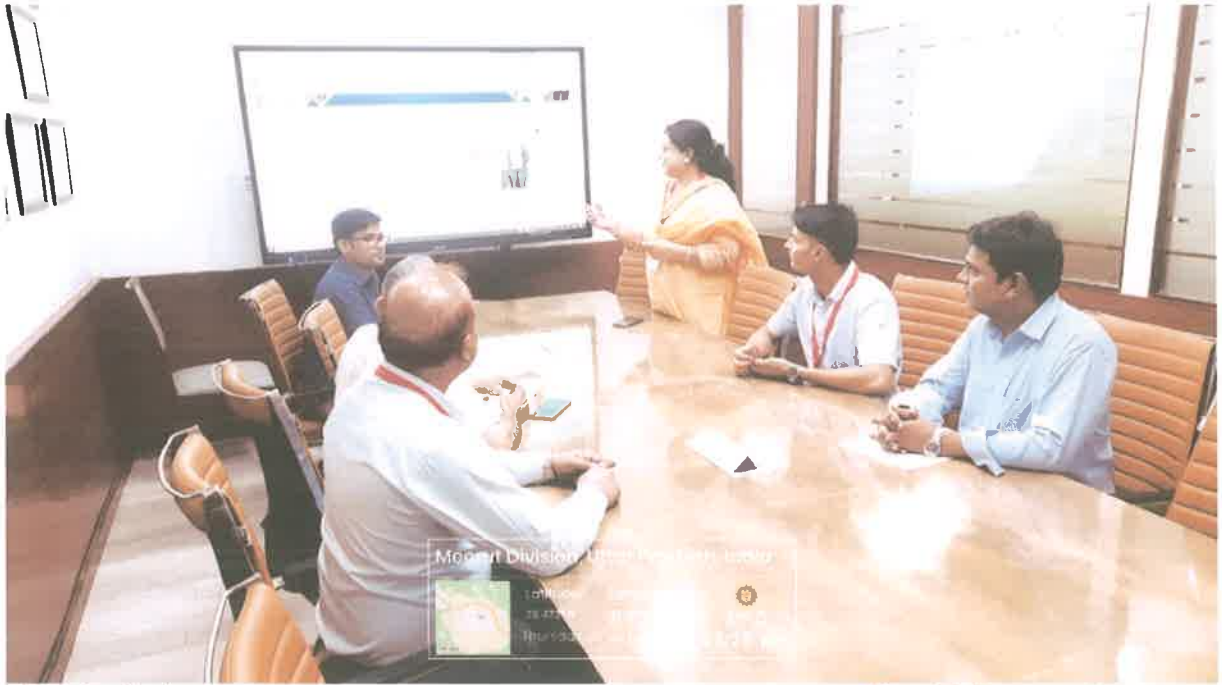
| Name                     | Department                     | Signature    | Remarks |
|--------------------------|--------------------------------|--------------|---------|
| Dr. Yashna Singh         | Pediatric Dentistry; SDS       | Yashna Singh |         |
| Dr. Richa Mishra         | Oral Medicine & Radiology, SDS | Richa        |         |
| Bushra Khan              | Radiology (SAHS)/CAIMIE        | Bushra       |         |
| Dr. Shikha Singh         | Life Sciences, SSBSR           | Shikha       |         |
| Tahir Khan               | IQAC                           | Tahir        |         |
| Dr. RAJNI YADAV          | SSMFE, Mass Commu              | Rajni        |         |
| Tameem Siddiq            | Sharda University Federation   | Tameem       |         |
| Shivanshu Sharma         | SOP                            | Shivanshu    |         |
| Dr. Sakshi Tiwari        | Public Health Dentistry, SDS   | Sakshi       |         |
| Sandeep Singh            | Architecture, SSDAP            | Sandeep      |         |
| Dr. Hari Mohan Singh     | Environmental Sciences         | Hari Mohan   |         |
| Dr. Pankaj Tripathi      | PHYSICS                        | Pankaj       |         |
| Kuldeep Agrawal          | SMSE                           | Kuldeep      |         |
| Adil Khan                | SMSE, Dean office              | Adil Khan    |         |
| Anita Singh              | SOC                            | Anita        |         |
| Dr. Anush Chaudhary      | SOP                            | Anush        |         |
| Dr. Harleen Sharma       | SSMS                           | Harleen      |         |
| Dr. Rishubha Bhardwaj    | SDS                            | Rishubha     |         |
| Dr. Sumesh Raijota       | SSBS                           | Sumesh       |         |
| Prof ARUN KR. GUPTA      | SSBS                           | Arun         |         |
| Dr. Kirtu Chakr          | SSHS                           | Kirtu Chakr  |         |
| Dr. Imran Khan           | SSNSR                          | Imran        |         |
| Dr. T. David Palina Paul | SSNSR                          | T. David     |         |
| Dr. Sandeep Singh        | SUSET / BEEG                   | Sandeep      |         |
| Dr. Parul Saxena         | IQAC                           | Parul        |         |

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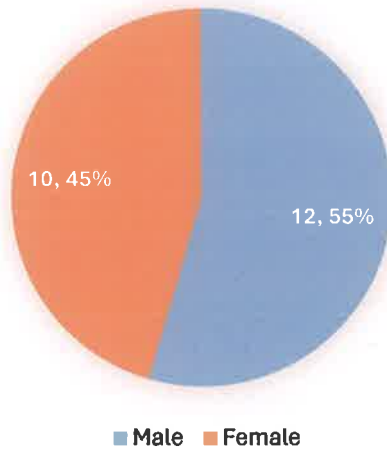
# Event Photos



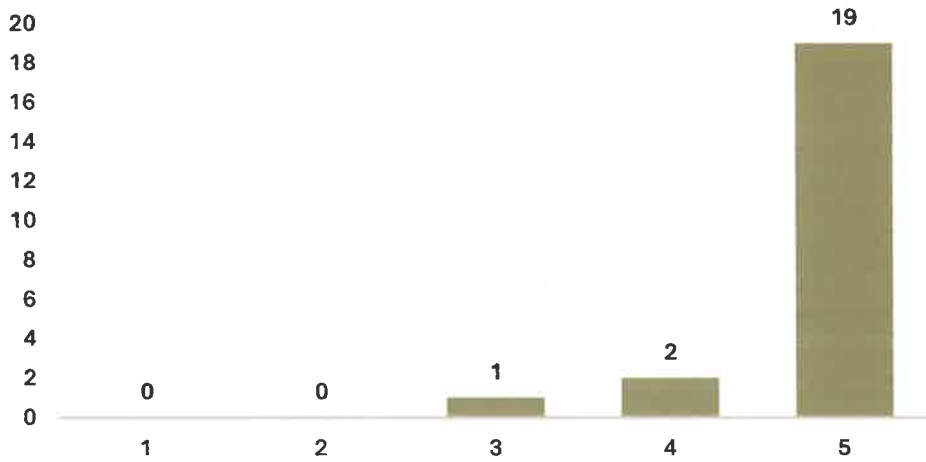
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# Feedback Report

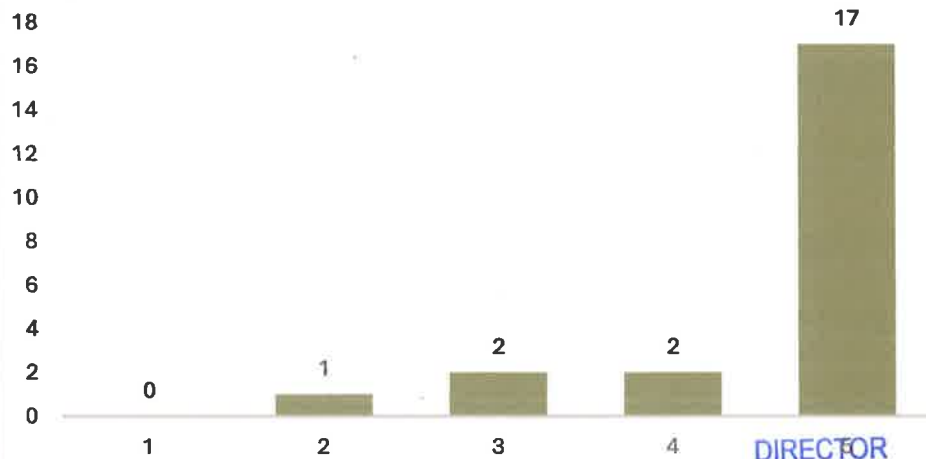
**Gender**  
22 Resposes



**1. The event content was relevant**  
22 responses



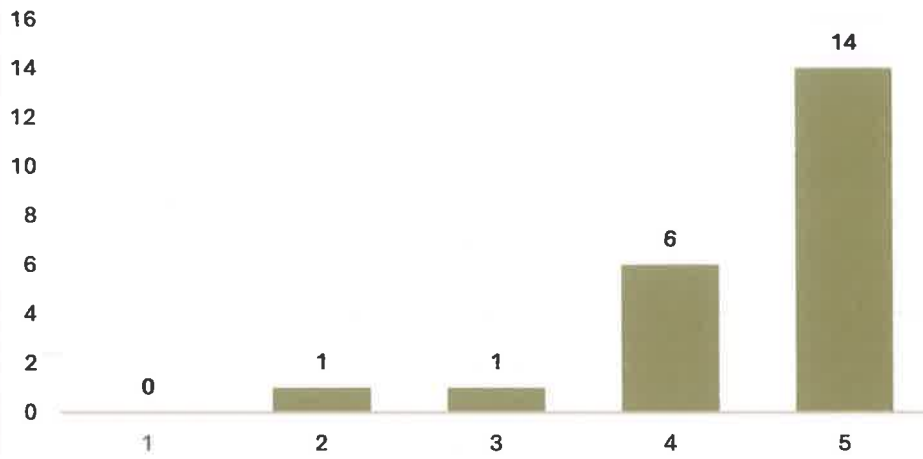
**2. The event content was comprehensive**  
12 responses



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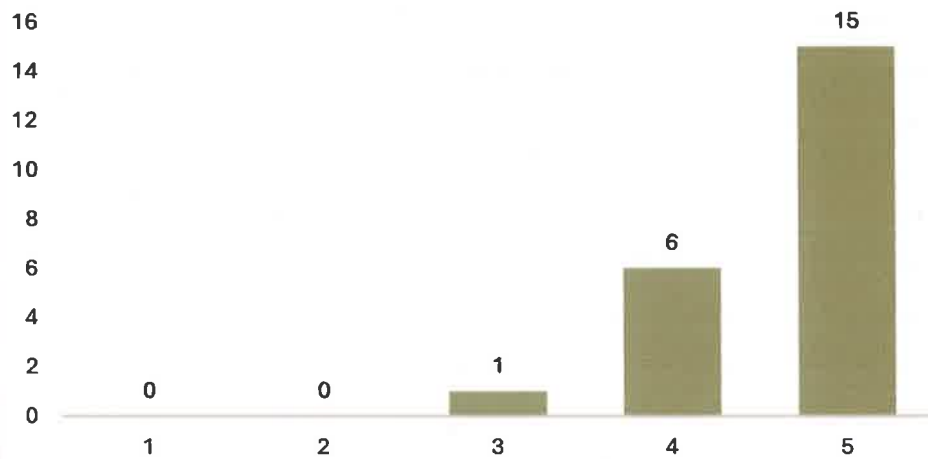
**3. The Speaker was Knowledgeable**

12 responses



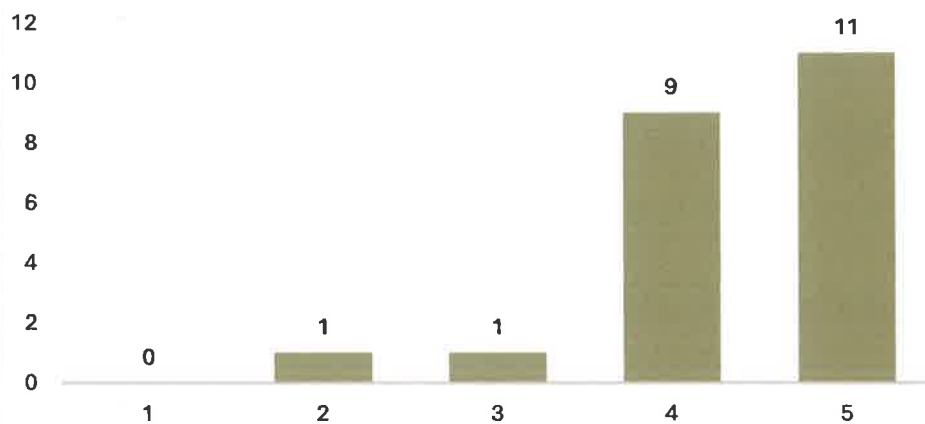
**4. The Speaker was well prepared**

12 responses

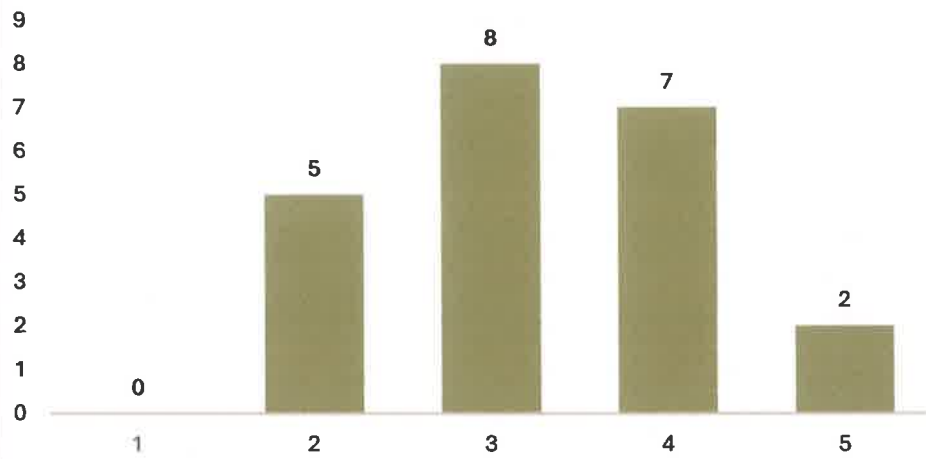


**5. The Speaker was responsive to the queries of the participants**

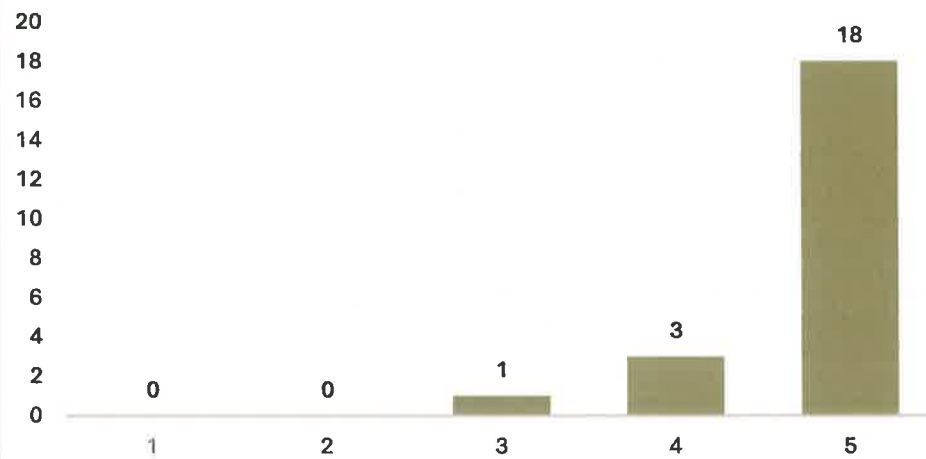
12 responses



6. Rate your knowledge related to the topic before the event  
12 responses



7. Rate your knowledge related to the topic after the event  
12 responses



  
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