



Director (Teaching Learning Centre) <director.tlc@sharda.ac.in>

Regarding approval of tea-snacks for a Session by Hon'ble VC Sir

2 messages

Director (Teaching Learning Centre) <director.tlc@sharda.ac.in>

Fri, Feb 2, 2024 at 12:51 PM

To: "Vice Chancellor." <vc@sharda.ac.in>

Cc: Vice Chancellor Office <vcoffice@sharda.ac.in>, "Ms. Satyam (SU Deputy Registrar)" <satyam.1@sharda.ac.in>, "Inderpal Singh (SHSUN Executive Assistant)" <inderpal.singh@sharda.ac.in>, "Dr. Ashok Kumar Gupta (SSOP Professor)" <ashok.gupta1@sharda.ac.in>, "Dr. Ganesh Gupta (SSET Professor)" <ganesh.gupta@sharda.ac.in>

Dear Sir,

Request you to kindly approve budget of Rs 15,000 to be used for arrangement of tea-snacks for 500 participants (500 * 30 Rs)) that would attend session being delivered by you as per the details below:

Date: 3rd February 2024

Time: 3:15 pm

Venue: Anand Swaroop Auditorium (Block 45), Sharda University.

Thanks & Regards

Prof.(Dr.) Bhawna Mallick,

Director - Teaching Learning Centre,

Professor(CSE)- School of Engineering & Technology,

Sharda University, Greater Noida, 201310

Ext No. 2954

Mobile No. 9899172723

Vice Chancellor. <vc@sharda.ac.in>

Fri, Feb 2, 2024 at 2:53 PM

To: "Director (Teaching Learning Centre)" <director.tlc@sharda.ac.in>

Cc: Vice Chancellor Office <vcoffice@sharda.ac.in>, "Ms. Satyam (SU Deputy Registrar)" <satyam.1@sharda.ac.in>, "Inderpal Singh (SHSUN Executive Assistant)" <inderpal.singh@sharda.ac.in>, "Dr. Ashok Kumar Gupta (SSOP Professor)" <ashok.gupta1@sharda.ac.in>, "Dr. Ganesh Gupta (SSET Professor)" <ganesh.gupta@sharda.ac.in>

Approved.

[Quoted text hidden]

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Prof. Sibaram Khara

Vice Chancellor

Sharda University, [32-34 Knowledge Park – III,](#)

[Greater Noida \(NCR, Delhi\)](#) - 201 306, INDIA

Phone (O) .: +91-120-2323712

Fax. No. (O): +91-120-2323711

Mobile (O): +91-8800998801

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

| | | | |
|--|---|--|--------------------|
| Event title: | Session on "Design of Rubrics" | | |
| Starting date of event: | 03 rd February 2024 | Duration of Event (in days) | 2hrs. |
| Name of the event organizing School | Teaching Learning Centre | | |
| Name of the event organizing Department | Teaching Learning Centre | | |
| Sponsor of the Event (Sharda University in case of internal sponsorship) | Sharda University | | |
| Committee Members: | Convener | Prof. (Dr.) Bhawna Mallick | |
| | Coordinator | Prof. (Dr.) Ganesh Gupta Prof. (Dr.) Ashok Gupta Prof. (Dr.) Vasudha Arora | |
| | Secretary | N/A | |
| Chief Guest/ Guest of Honor with affiliation (If any) | N/A | Email: | Contact No: |
| Name of Speaker/s with affiliation (If any) | Prof. (Dr.) Sibaram Khara Vice Chancellor, Sharda University | Email:sibaram.khara@sharda.ac.in | |
| | | Contact No: | |

SECTION B: Event report and reflection

I. Event objectives-

Rubrics are important to provide a standardized framework to assess work by faculty members and set expectations regarding the quality of work to the students. Effective design of rubrics help in Establishing a common set of standards and criteria.

Enable transparency on parameters on which students are evaluated.

To identify areas where additional support and guidance is required by students.

To grade efficiently and work on feedback.

To assess learning in an equitable and just manner.

To encourage self - assessment of work and structure peer-assessments.

Important Instructions

The session would be conducted with hands-on practice.

It is mandatory to carry either a laptop or notebook/paper and stationary on your own.

Rubrics would be designed for Seminar, Dissertation, Projects, Workshop, Project-based learning courses as per the Schools' curriculum requirement.

Faculty members would work in groups and doubts (as and when) would be clarified.

It is mandatory for all faculty members

Event description: The event on the "Design of Rubrics" where we delve into the intricate process of creating effective rubrics to enhance assessment practices in various educational and professional settings. Rubrics serve as powerful tools for evaluating performance, providing feedback, and fostering student or employee growth. This event aims to equip participants with the knowledge and skills necessary to design rubrics that align with learning objectives, promote clarity and consistency in assessment, and facilitate meaningful feedback.

Key Topics Covered:

- Understanding the Purpose and Benefits of Rubrics: Explore the significance of rubrics in assessment and their role in promoting transparency, fairness, and accountability.
- Principles of Effective Rubric Design: Learn essential principles for designing clear, concise, and comprehensive rubrics that accurately assess desired outcomes.
- Aligning Rubrics with Learning Objectives: Discover strategies for aligning rubrics with learning objectives to ensure assessments accurately measure desired skills and competencies.
- Developing Criteria and Descriptors: Gain insights into crafting criteria and descriptors that effectively communicate expectations and standards of performance.
- Assessing Performance Levels: Explore methods for defining performance levels and providing clear benchmarks for different levels of achievement.
- Ensuring Reliability and Validity: Understand techniques for enhancing the reliability and validity of rubric-based assessments to ensure accurate and meaningful results.
- Practical Applications and Examples: Examine real-world examples and case studies illustrating the application of rubrics across various disciplines and contexts.
- Hands-on Workshop: Engage in interactive activities and exercises to practice designing and refining rubrics tailored to specific assessment needs.

2. Participants (compulsory for events):

| S.No | Total Participants | Number of Male | Number of Female |
|------|--------------------|----------------|------------------|
| | 430 | 225 | 205 |

3. **Budget distribution from University/any other agency:**

4. Appendices

| Sr. No. | Appendices |
|---------|-----------------------------|
| 1 | Budget Approval (Pre Event) |
| 2 | ECR |
| 3 | Event Agenda |
| 4 | Images/Photos of the events |
| 5 | Attendance Sheet |



Bikram Singh (SU Executive Assistant) <bikram.singh@sharda.ac.in>

Fwd: Kind Attention: Session on "Design of Rubrics" by Hon'ble VC Sir

1 message

Dr. Ganesh Gupta (SSET Professor) <ganesh.gupta@sharda.ac.in>
To: "Bikram Singh (SU Executive Assistant)" <bikram.singh@sharda.ac.in>

Fri, Feb 16, 2024 at 3:35 PM

----- Forwarded message -----

From: **Director (Teaching Learning Centre)** <director.tlc@sharda.ac.in>

Date: Thu, Feb 1, 2024, 12:22 PM

Subject: Kind Attention: Session on "Design of Rubrics" by Hon'ble VC Sir

To: SU Dean <deans@sharda.ac.in>, SU All Head Of Dept. <hod@sharda.ac.in>, Dr. Anviti Gupta (SHSS Professor) <anviti.gupta@sharda.ac.in>, Dr. Arti Koul Kachroo (Professor) <arti.kachroo@sharda.ac.in>, Dr. Dolly Wattal Dhar (SOAS Professor) <dolly.wattal@sharda.ac.in>, Ritu Sanjeev Sood (SCADMS Professor) <ritu.sood@sharda.ac.in>, Dr. Shyamal Kumar Banerjee (SBSR Professor) <shyamal.kumar@sharda.ac.in>, Dr. Jayanthi Ranjan (SBS Professor) <jayanthi.ranjan@sharda.ac.in>, Dr. Komal Vig (SOL Professor) <komal.vig@sharda.ac.in>, Pradeep Pandey (SMFE Senior Technical Officer) <pradeep.pandey@sharda.ac.in>, Dr. Anupam Agarwal (SHSUN Associate Professor) <anupam.agarwal@sharda.ac.in>, Dr. Pratima Walde (SSET Professor) <pratima.walde@sharda.ac.in>, Dr. R K Pavan Kumar Pannala (SBSR Associate Professor) <pavan.pannala@sharda.ac.in>, Dr. Satyawada Rama Rao (Professor, SSBSR) <satyawada.rao@sharda.ac.in>, Dr. Sanjeev Kumar Pippal (SSET Professor) <sanjeev.pippal@sharda.ac.in>, Dr. Poonam Bhagchandani (SAP Associate Professor) <poonam.raisinghani@sharda.ac.in>, Dr. Amrish Chandra (Professor, SOP) <amrish.chandra@sharda.ac.in>, Dr. Dipti Parashar (SAP Professor) <dipti.parashar@sharda.ac.in>, Dr. Karuna Singh (SAHS Professor) <karuna.singh@sharda.ac.in>, Pramod Kumar Singh (SUBSR Professor) <pramodkumar.singh@sharda.ac.in>, Dr. Pramod Kumar (SHSS Professor) <pramod.kumar1@sharda.ac.in>, Dr. Dhruv Sabharwal (SSMFE Associate Professor) <dhruv.sabharwal@sharda.ac.in>, Dr. Kapil Pandla (SSBS Professor) <kapil.pandla@sharda.ac.in>, Dr. Shankar Ramamoorthy (SSET Professor) <shankar.ramamoorthy@sharda.ac.in>, Dr. Abhimanyu Kumar Jha (SET Professor) <abhimanyu.kumar@sharda.ac.in>, Dr. Ananda Babu (SUSET Professor) <ananda.babu@sharda.ac.in>, Mr. Abhay Kaushik (SAP Associate Professor) <abhay.kaushik@sharda.ac.in>, Dr. Rakesh Kumar (SET Professor) <rakesh.kumar@sharda.ac.in>

Cc: Dr. Sibaram Khara (Vice Chancellor SHSUN) <sibaram.khara@sharda.ac.in>, Vice Chancellor. <vc@sharda.ac.in>, Pro Vice Chancellor <provice.chancellor@sharda.ac.in>, Dr. Tanmoy Chakraborty (Professor/Dy. Director-HR) <tanmoy.chakraborty@sharda.ac.in>, Registrar Sharda University <registrar@sharda.ac.in>, Vice Chancellor Office <vcoffice@sharda.ac.in>, Dr. Ashok Kumar Gupta (SSOP Professor) <ashok.gupta1@sharda.ac.in>, Dr. Ganesh Gupta (SSET Professor) <ganesh.gupta@sharda.ac.in>, Dr. Vasudha Arora (Professor, SSET) <vasudha.arora@sharda.ac.in>, Physical Surveillance <physical.surveillance@sharda.ac.in>

Dear All,

This is to inform that there would be Session on **"Design of Rubrics" by Hon'ble VC Sir** as per the details below:

Date: 3rd February 2024

Time: 2:00 - 3:30 pm

Venue: Anand Swaroop Auditorium

Objective of the Session:

Rubrics are important to provide a standardized framework to assess work by faculty members and set expectations regarding the quality of work to the students. Effective design of rubrics help in

- **Establishing a common set of standards and criteria.**
- **Enable transparency on parameters on which students are evaluated.**
- **To identify areas where additional support and guidance is required by students.**
- **To grade efficiently and work on feedback.**
- **To assess learning in an equitable and just manner.**
- **To encourage self - assessment of work and structure peer-assessments.**

Important Instructions

1. **The session would be conducted with hands-on practice.**

2. **It is mandatory to carry either a laptop or notebook/paper and stationary on your own.**
3. **Rubrics would be designed for Seminar, Dissertation, Projects, Workshop, Project-based learning courses as per the Schools' curriculum requirement.**
4. **Faculty members would work in groups and doubts (as and when) would be clarified.**

It is mandatory for all faculty members (including HoDs/ Deans of School) to attend the session.

Thanks & Regards

**Prof.(Dr.) Bhawna Mallick,
Director - Teaching Learning Centre,
Professor(CSE)- School of Engineering & Technology,
Sharda University, Greater Noida, 201310
Ext No. 2954
Mobile No. 9899172723**

Images/Photos of the Events:



Images/Photos of the Events:



Images/Photos of the Events



Expert Speaker: Prof. (Dr.) Sibaram Khara, Honourable VC, Sharda University
Venue : Anand Swaroop Auditorium, Block 45
Time : 2- 3:30 pm

| S.No. | Name of Faculty Member | Designation | School/Deptt | Signature |
|-------|--------------------------|---------------------|------------------|----------------|
| 215 | Munendra Singh | Assoc. Professor | SBSR/Physics | M Singh |
| 216 | Vinay Verma | Professor | SBSR/chemistry | V. Verma |
| 217 | Dr. Krishna Kumar Pandey | Asst. Professor | SSSR, Physics | K. K. Pandey |
| 218 | Dr. Paul Praveen A | Assoc. Professor | SSET, Mechanical | P. Praveen |
| 219 | Dr. Ruchi Agarwal | Professor | SSET/CSA | R. Agarwal |
| 220 | Dr. Sujay Kumar Singh | Associate Professor | SSET/ME | S. K. Singh |
| 221 | Dr. Ankur Singh | Assistant Professor | SSET/ME | A. Singh |
| 222 | Dr Sachin Shrivastava | Professor | SSBS | S. Shrivastava |
| 223 | Dr. Anam Azim Singh | As. Professor | SSBS | A. Singh |
| 224 | Dr. C. Mahan | Assistant Prof. | SSET | C. Mahan |
| 225 | Prof Geeta Durga | Professor | SBSK | G. Durga |
| 226 | SATYAPRAKASH | Prof | SSET/CE | S. Prakash |
| 227 | Col Vink Mathura | Assoc Prof | SSET/CE | V. Mathura |
| 228 | Govind Mathura | Professor | SSET/CEET | G. Mathura |

Session on "Design of Rubrics" on 3rd February 2024
ORGANIZED by Teaching Learning Centre, Sharda University

Expert Speaker: Prof. (Dr.) Sibaram Khara, Honourable VC, Sharda University
Venue : Anand Swaroop Auditorium, Block 45
Time : 2-3:30 pm

| S.No. | Name of Faculty Member | Designation | School/Deptt | Signature |
|------------------|--------------------------|---------------------|--------------|-----------|
| 29 th | Dr. Mohan Kumar Nair | Assistant Professor | SSHS | |
| 30 th | Nitesh Kumar | Assistant Professor | SSET/NE | |
| 31 st | Prof. Sandeep Choudhary | Professor | SSET/CSA | |
| 32 nd | Dr. Anurag Kumar Agrawal | Associate Professor | SET/C&T | |
| 33 rd | Suhant Jhingran | A.P. | SET/C&T | |
| 34 th | Tapas Kumar Mishra | Assistant Prof. | SET/C&T | |
| 35 th | Shashank K Singh | AP | SET/CSA | |
| 36 th | Dr. Sneha Gupta | A.P. | SSBS | |
| 37 th | Anub Kumar Srivastava | Assistant Prof. | SSBS | |
| 38 th | Abhinanda Bhattacharya | Assistant Professor | SSBS | |
| 39 th | D. BARANI | Asst. Prof. | SSBS | |
| 40 th | Dr. B. C. Sinha | Associate Prof. | SSBS | |
| 41 st | Sandeep Agrawal | AP | SSBS | |
| 42 nd | Monica Agrawal | Associate Prof. | SSBS | |

Tax Invoice

e-Invoice



IRN : ba3d5c4b2f8f4fefbcdca3cfc105ac5fc74c3c377eb0ff51fb-eaea6ce2597efe
 Ack No : 142414294216114
 Ack Date : 13-Feb-24

Sharda Food Specialities
 133, Udyog Kendra - 2 Extn
 Greater Noida
 GSTIN/UIN: 09ACMFS0024L1ZX
 State Name : Uttar Pradesh, Code : 09
 E-Mail : sumit rajput@futuretechin.com
 Consignee (Ship to)

Sharda University
 Plot No 32, 34 Knowledge Park
 Greater Noida
 GSTIN/UIN : 09AAATS5294C3ZB
 State Name : Uttar Pradesh, Code : 09
 Buyer (Bill to)

Sharda University
 Plot No 32, 34 Knowledge Park
 Greater Noida
 GSTIN/UIN : 09AAATS5294C3ZB
 State Name : Uttar Pradesh, Code : 09

| | |
|----------------------|-----------------------|
| Invoice No. | Dated |
| UP/23-24/0520 | 13-Feb-24 |
| Delivery Note | Mode/Terms of Payment |
| Buyer's Order No. | Dated |
| Dispatch Doc No. | Delivery Note Date |
| Dispatched through | Destination |
| Terms of Delivery | |

| SI No | Description of Services | HSN/SAC | Quantity | Rate | per | Amount |
|-------|---------------------------------|---------|------------------|-------|-------|--------------------|
| 1 | Supply of Foods Tea & Samosa | 996333 | 500 Other | 30.00 | Other | 15,000.00 |
| | CGST (UP) @ 2.50% | | | 2.50 | % | 375.00 |
| | SGST (UP) @ 2.50% | | | 2.50 | % | 375.00 |
| | Round Off | | | | | |
| | Total | | 500 Other | | | ₹ 15,750.00 |

Amount Chargeable (in words)

INR Fifteen Thousand Seven Hundred Fifty Only

E. & O.E

| HSN/SAC | Taxable Value | CGST | | SGST/UTGST | | Total Tax Amount |
|--------------|------------------|-------|---------------|------------|---------------|------------------|
| | | Rate | Amount | Rate | Amount | |
| 996333 | 15,000.00 | 2.50% | 375.00 | 2.50% | 375.00 | 750.00 |
| Total | 15,000.00 | | 375.00 | | 375.00 | 750.00 |

Tax Amount (in words) : **INR Seven Hundred Fifty Only**

Remarks
 SET dated 03 02 2024

Company's PAN : **ACMFS0024L**

Declaration

We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

Company's Bank Details

Bank Name : **ICICI Bank-2050**
 A/c No. : **218305002050**
 Branch & IFS Code : **Omega Branch, Greater Noida & ICIC0002183**
for Sharda Food Specialities

Authorized Signatory

SUBJECT TO GREATER NOIDA JURISDICTION

This is a Computer Generated Invoice