PVKN GOVT. COLLEGE (A), CHITTOOR

DEPARTMENT OF COMPUTER APPLICATIONS

BEST PRACTICE

2024-25

Report on

Awareness programme on Web Applications

Date: 02.08.2024

Participants: Sachivalyam, Greamspet, Chittoor

Objective

1. Introduce basic computer skills to improve familiarity with computers and digital tools.

2. Enhance digital literacy by training staff on essential software like word processors, spreadsheets, and email.

3. Familiarize staff with online government platforms to access and utilize relevant digital services.

4. Promote cybersecurity awareness to protect against online threats and ensure safe digital practices.

5. Encourage continuous learning to keep staff updated with evolving technologies and improve their digital competence.

Report

The awareness session on computer literacy for Sachivalayam staff was successfully conducted, covering basic computer skills, digital tools, and online government services. Participants engaged actively, learning key concepts in productivity software, cybersecurity, and navigating government portals. The session also emphasized the importance of continuous learning to adapt to evolving technology. Feedback from the attendees was positive, indicating a greater comfort level with using digital tools in their daily tasks. The session met its goal of enhancing digital literacy and fostering a culture of learning.

Conclusion

The session was a valuable initiative in empowering Sachivalayam staff with essential computer skills and digital awareness. It helped bridge the knowledge gap, allowing staff to work more efficiently and securely. Continuous digital training is crucial for maintaining an adaptable and future-ready workforce. The success of this session paves the way for similar initiatives to ensure ongoing skill development. Overall, the session contributed significantly to improving the digital competence of the staff.

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