

MANAGEMENT DEVELOPMENT PROGRAM

On

“Enhancing Excel Proficiency and introducing to Modern AI Tools”

22nd March 2024 to 23rd March 2024

Organized by

miet

Department of Business & Management Studies
Meerut Institute of Engineering and Technology
Meerut (U.P.) India

Affiliated to



Dr. A.P.J. Abdul Kalam Technical University, Lucknow (U.P.) India



About Meerut Institute of Engineering & Technology

Meerut Institute of Engineering & Technology (MIET), has officially been ranked as the 4th best Engineering College in Uttar Pradesh by AKTU. Renowned academic environment, extensive alumni network in over 200 companies, excellent placements, interface with industry and numerous extra-curricular activities make MIET a great educational institution. MIET stands tallest among all other self-financed engineering institutions in northern India. It not only holds the prestigious position of being one of the best & oldest (Established in 1997) Institutions that caters to education in the field of Engineering and Technology but also ensures that each student emerges out competent enough to hold a dynamic image of his own after the completion of his or her stint at MIET.

About Dept. of Business & Management Studies

Department of Business and management studies offers Masters in Business Administration program (2 years) affiliated to Dr. A.P.J Abdul Kalam Technical University, Lucknow; dedicated to providing programs aligned with industry needs, our goal is to address both business and societal challenges through rigorous academics, excellent teaching methodologies, cutting-edge research, consulting expertise, and fostering innovation through collaborative practices. All these components are underpinned by top-notch academic infrastructures to ensure a rich and effective learning experience. Dedicated faculties empower students with a comprehensive understanding of the global business environment through a curriculum deeply connected to industry dynamics. The program not only offers insights into entrepreneurship and business innovation but also cultivates the skills needed for students to emerge as influential business leaders.

Relevance of MDP

A Management Development Program focusing on Excel proficiency and modern AI tools is vital for professors in today's academic landscape. Excel skills enable efficient data analysis and decision-making, while mastering advanced functions enhances productivity in research and teaching tasks. Introducing AI tools alongside Excel training empowers professors to leverage advanced analytics, aiding in research projects and curriculum development. These skills offer a competitive edge and ensure alignment with the data-centric nature of modern academia. By investing in such programs, academic institutions prepare professors to drive innovation and optimize teaching methods effectively.

Schedule of MDP

DAY	Time	Resource person	Activity
22nd March 2024	9:30 AM to 11:00 AM	Mr. Sachin Kumar	Introduction, Excel Basics and Data Management, Text manipulation, Conditional Formatting, Date Manipulation, Statistical Analysis and Data Analysis
	11:00 AM to 12:30 PM	Dr. Madhur Kumar Dubey	Advanced Excel Techniques, Hand on Activities
23rd March 2024	9:30 AM to 11:00 AM	Dr. Madhur Kumar Dubey	Advanced Excel Techniques, Hand on Activities
	11:00 AM to 12:30 PM	Mr. Sachin Kumar	Use of AI Tools viz. Scispace, ChatGPT

ORGANIZING COMMITTEE

CHIEF PATRON

Shri Vishnu Saran

Honorable Chairman, MIET Group of Institutions

PATRON

Shri Puneet Agarwal

Honorable Vice-Chairman, MIET Group of Institutions

Dr. Brijesh Singh

Director, MIET Group of Institutions

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HOD, Dept. of Business & Management Studies, MIET

Dr. Shailendra Tyagi (9557755226)

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Mr. Rocky Sachan (9310788999)

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MEMBERS

Dr. Vaishali Goel	Dr. Priyanka Dalmia	Dr. Anuj Sangwan
Mr. Imran Khan	Ms. Priyanka Sharma	Ms. Nisha Singh
Mr. Rajneesh Kumar	Mr. Sachin Kumar	Ms. Varsha Kaushik
Ms. Sakshi Baliyan	Ms. Swati Agarwal	Ms. Monazza Fatima
Ms. Shubhangi Goel		