



Jaypee Institute of Information Technology

STAFF DEVELOPMENT & TRAINING PROGRAMME

Organized by Department of Physics & Materials Science & Engineering

Staff Development & Training Programme for Enhancing Technical and Management Skills for Lab Staff & General Administration



JUNE

23-27, 2026



10:00 AM to 01:00 PM

CONTENT OF SDP

- Handling Google cloud platform
- Hands on training with MS-Office tools
- Hands on training of handling basic tools
- Hands on training on documentation
- Communication skill development session

Contact Us:



- +91-120-2594365, +91-9968055283
- papia.chowdhury@mail.jiit.ac.in



JiIT-62, Noida



<https://www.jiit.ac.in/>



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Prof. Papia Chowdhury
Convener

