

Digital Pedagogy Training Completion Report



Sukuna Multiple Campus

Sundarharaincha -12, Morang



Date of Submission: 2082/12/14

Prepared By:

Santosh Dahal,

Focal Person, BICTE program

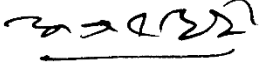
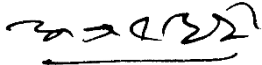

Arjun Raj Adhikari
Campus Chief



Table of Contents

1. Introduction.....	1
2. Objectives	1
3. Schedule.....	2
4. Training Delivery Method.....	2
5. Facilitators.....	3
6. Participant Information	3
7. Training Content and Activities	3
8. Outcome and Impact	4
Achievements.....	4
Improvements.....	4
Appendices.....	5
Attendance Sheets	5
Photos of Training Sessions.....	7
Certificates Sample	10
Financial Summary Sheet.....	11


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1. Introduction

This report provides an overview of the digital pedagogy training under Capacity Development Training conducted by Sukuna Multiple Campus. It aimed to provide hands-on experience and practical knowledge in digital literacy, pedagogy, and digital tools and techniques essential for modern education and workplace efficiency.

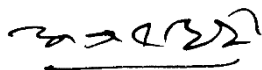
The training was held 3 days starting from 2081/12/21 to 2081/12/23. The facilitators Er. Santosh Dahal gave presentation, practical demo and hands on experience of the participants. Participants engaged in various activities designed to enhance their understanding of digital platforms and collaborative tools

To ensure effective participation, the training was divided into multiple sessions across different days to accommodate varying schedules and learning paces. Each session included interactive workshops, group discussions, and feedback sessions, allowing participants to engage deeply with the material and apply what they learned in real-world scenarios. This approach allowed participants to engage with the material thoroughly, enhancing their understanding and retention of the concepts presented. By the end of the training, attendees expressed increased confidence in utilizing digital tools within their own educational and professional environments.

2. Objectives

The primary objectives of the training program were:

- i. To equip faculty members with the skills to integrate digital tools into their teaching methodologies.


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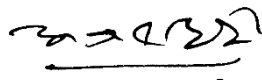
3. Schedule

The training program was conducted over 3 days starting from 2081/11/21 to 2081/11/23.

S.N	Session	Topic	Date	Time	Resource Person	Remarks
7	Session 7	Foundations of Digital Pedagogy Digital Tools for Teaching and Learning, LMS Introduction	2081/11/21	8:00 am-11:00 am	Er. Santosh Dahal	3 Hours
Lunch				11:00 am-12:00 pm		
8	Session 8	Video Conferencing: Introduction, Demonstrating google meet features	2081/11/21	12:00 am-4:00 pm	Er. Santosh Dahal	4 hours
DAY 5						
9	Session 9	Digital Platforms for Constructed Responses (Google Form); Automated Scoring Tools; Plagiarism and Academic Integrity	2081/11/22	8:00 am-9:00 am	Er. Santosh Dahal	3 hour
Lunch				11:00 am-12:00 pm		
10	Session 10	Introduction to Selected Response Assessments: Types of Selected Response Questions Module	2081/11/22	12:00 pm-4:00 pm	Er. Santosh Dahal	4 hours
DAY 6						
11	Session 11	Pedagogical tools for LMS Hands on Moodle	2081/11/23	8:00 am-11:00 am	Er. Santosh Dahal	3 Hours
Lunch				11:00 am-12:00 pm		
12	Session 12	Academic Integrity and AI in Education	2081/11/23	12:00 pm-4:00 pm	Er. Santosh Dahal	4 Hours

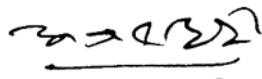
4. Training Delivery Method

Training was imparted in face-to-face mode with a mix of lectures, hands-on training, group discussion, and live exercises. A projector and other multimedia equipment were used to aid in content presentation. During hands-on training, each trainee was assigned a lab or personal computer for practice exercises. Personal assistance was offered to the trainees on request to enable efficient learning. The interactive approach not only enhanced their understanding but also fostered collaboration among participants. By the end of the training, trainees felt more confident in applying their skills in real-world scenarios.


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5. Facilitators


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The training program was delivered by expert facilitators, including:

Name	Organization	Title of Training
Er. Santosh Dahal	Sukuna Multiple Campus	<ul style="list-style-type: none">➤ Foundations of Digital Pedagogy➤ Digital Tools for Teaching and Learning, LMS Introduction➤ Video Conferencing: Introduction, Demonstrating google meet features➤ Digital Platforms for Constructed Responses (Google Form); Automated Scoring Tools; Plagiarism and Academic Integrity➤ Introduction to Selected Response Assessments: Types of Selected Response Questions➤ Pedagogical tools for LMS; Hands on Moodle➤ Academic Integrity and AI in Education

6. Participant Information

The number of participants on different day and different session are tabulated as follows:

Day	Session	No of Participants
Day 4	Session1	41
	Session 2	41
Day 5	Session1	41
	Session 2	41
Day 6	Session1	41
	Session 2	41

7. Training Content and Activities

The training covered the following key topics:

Day	Session	Content	Activities
Day 4	Session 1	Digital Pedagogy & LMS	<ul style="list-style-type: none">➤ Foundations of Digital Pedagogy➤ Digital Tools for Teaching and Learning, LMS Introduction
	Session 2	Video Conferencing:	<ul style="list-style-type: none">➤ Introduction, Demonstrating google meet features➤ Hands on Google using participant, laptop and

			Mobile Phone
Day5	Session 3	Digital Platforms for Constructed Responses; Automated Scoring Tools; Plagiarism and Academic Integrity	<ul style="list-style-type: none"> ➤ Hands-on on Google Form; Introduction and implementation of different types of Question ➤ Automated Scoring Tools ➤ Using Quillbot website for checking plagiarism,
	Session 4	Selected Response Assessments	<ul style="list-style-type: none"> ➤ Introduction to Selected Response Assessments: Types of Selected Response Questions Module
Day 6	Session 5	Pedagogical tools for LMS	<ul style="list-style-type: none"> ➤ Hands on Google Classroom
	Session 6	Academic Integrity and AI in Education	<ul style="list-style-type: none"> ➤ Use of AI application Chatgpt, Gemini, Deep seek

8. Outcome and Impact

The following achievement and Improvement were found on the trainee:

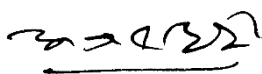
Achievements

- Enhanced Digital Literacy: Faculty, staff, and students gained essential digital skills for academic and administrative tasks.
- Effective Use of LMS & Digital Tools: Participants successfully integrated Google Classroom, Google Meet, and Google Forms for teaching, learning, and assessments.
- Improved Assessments & Evaluation: Learned to create diverse assessments, use automated scoring tools, and ensure academic integrity.
- AI & Academic Integrity: Explored AI tools (ChatGPT, Gemini, DeepSeek) for content creation while promoting ethical use and plagiarism detection (QuillBot).

Improvements

The following improvement was found after the digital pedagogy training:

- Technical Proficiency: Improved ability to navigate LMS, conduct online classes, and manage digital assessments.
- Enhanced Teaching & Learning: Faculties developed skill to use interactive tools to improvement student engagement.
- Streamlined Academic Processes: Automation reduced workload and improved efficiency.
- Stronger Academic Integrity: Faculties improved better understanding of plagiarism detection and ethical use of AI for development of content and other academic purpose.


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 Campus Chief



Appendices

Attendance Sheets

Sukuna Multiple Campus					
Sundarharaicha-12, Morang					
Digital Pedagogy Training					
S.No	Name	Designation	Date		
			2081/11/21	2081/11/22	2081/11/23
1	Ramesh Khatiwada	Lecturer			
2	Rajina Luitel	Teaching Assistant			
3	Sita Ram Khatiwada	"			
4	Kanta Subedi	deed.			
5	Uma Dhungel	T. Ast.			
6	Bal Krishna Gautam	"			
7	Dev Raj Urv	"			
8	Krishnapal Bhuiyal	"			
9	Kedar Mani Shrestha	"			
10	Janardan Guragain	"			
11	Tulashi Kimal	"			
12	Indra Prasad Thapa	"			
13	Shankar Dewan	Lecturer			
14	Mohan Karki	T.D.			
15	Trilochan Sitoula	TA			
16	Indra Bahadur Chetia	"			
17	Bikram Thapa	"			
18	Ramesh Khatiwada	"			
19	Suman Sapkota	"			
20	Khagendra Ras Dehal	Lecturer			
21	Krishna pd. Acharya	Teaching Assistant			
22	Bala Ram Pokharel	Asst. Campus chief			
23	Navaraj Koirala	Officer			
24	Ganesh pd. Dahal	Asst. Campus chief			
25	Santosh Dahal	Trainer			
26	Govinda Khand	Teaching As.			

2081/11/22
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Sukuna Multiple Campus

Sundarharaicha-12, Morang

Digital Pedagogy Training

S.No	Name	Designation	Date		
			2081/11/21	2081/11/22	2081/11/23
27	Dharma Kumari Kalakher	Trainer			
28	Biplab Dhimal	Trainer			
29	Gehendra Khanal	Lecturer			
30	Atul Bhattarai	Trainer			
31	Krishna Neupane	Trainer			
32	Soma Basnet	Teaching Ass.			
33	Dhumba pd. Nepal	Lecturer			
34	Basudev Dalal	Teaching Assistant			
35	Dev Raj Giri	Staff			
36	Maya Devan	Lecturer			
37	Bal Kumar Kalakher	"			
38	Surendra Babu Shrestha	"			
39	Tika P. Upadhyaya	Lect.			
40	Arjun Raj Adhikari	Campus chief			
41	Tulasi Ram Paudyal	Teaching Assistant			

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Campus Chief



Photos of Training Sessions



Capacity Development Training for Faculties, Staff and Students

Training Title :

Digital Literacy Tools Digital-Specific Digital Pedagogy



Supported by:

University Grants Commission, Nepal



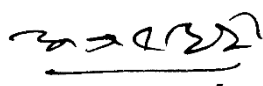
Organized by:

Sukuna Multiple Campus, Morang

2025 March

Venue : Sukuna Multiple Campus Hall



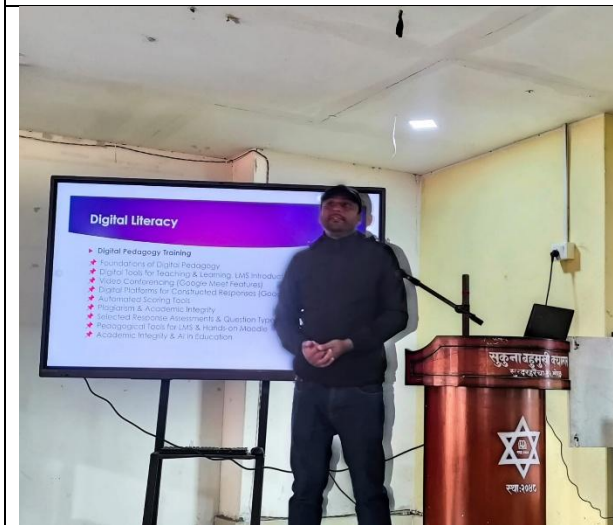

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Certificates Sample

Affiliated to Tribhuvan University
SUKUNA MULTIPLE CAMPUS
Sundarharaincha -12, Morang
Accredited by University Grants Commission (UGC) Nepal (2024)

REF. NO.2081/082
DISPATCH NO:

CERTIFICATE
OF ACHIEVEMENT

THIS CERTIFICATE IS PRESENTED TO

Rojina Luitel

who has successfully completed the **Digital Pedagogy Training** at Sukuna Multiple Campus from 2081/11/21 to 2081/11/23.


ER. SANTOSH DAHAL
Training Head
Sukuna Multiple Campus


ARJUN RAJ ADHIKARI
Campus Chief
Sukuna Multiple Campus

Affiliated to Tribhuvan University
SUKUNA MULTIPLE CAMPUS
Sundarharaincha -12, Morang
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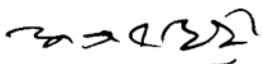
THIS CERTIFICATE IS PRESENTED TO

Ramesh Khatiwada

who has successfully completed the **Digital Pedagogy Training** at Sukuna Multiple Campus from 2081/11/21 to 2081/11/23.


ER. SANTOSH DAHAL
Training Head
Sukuna Multiple Campus

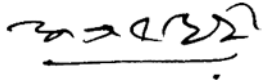

ARJUN RAJ ADHIKARI
Campus Chief
Sukuna Multiple Campus


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Campus Chief



Financial Summary Sheet

S.N	Particulars	Proposed Budget	Remarks
1	Expert Expenditure	55,000	External trainer per session: Rs.4,000 Internal trainer per session: Rs.3,000
2	Expert Transportation Expenditure	5,000	
3	Food / Breakfast	25,000	
4	Lodging Expenses	-	
5	Stationery & Tools	15,000	
	Total	100000	


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