

The five days Faculty Development Program on **E-Resources & ICT Tools** for non-teaching staff has been organized by the Department Of Computer Science from 16th June to 21st June, 2022 at Aggarwal College Ballabgarh. The objective of this FDP is to enhance E-Resources usage and IT Skills of non teaching staff. The FDP was organized under the able guidance of Principal, Dr. Krishan Kant Gupta. The Head of Computer Sc. Department, Dr. Sachin Garg gave a welcome speech, he said that it is important to give opportunities to the non- teaching staff, particularly laboratory technicians, to get exposure on IT technical skills. IT skill and E-Resources are essential for non teaching staff for their overall development. On the third day of FDP, Ms. Ritu from Computer Sc. Department gave knowledge about Advance Excel. She demonstrated how to use Pivot Table for data extraction, Data Validation, Filtration etc. She also gave knowledge about What-If Analysis, Statistical formulas etc. Under this FDP discussion has been going on Office Automation and Internet with Google Apps etc. The Program was concluded with vote of thanks presented by Dr. Sachin Garg. Principal Dr. Krishan Kant Gupta has given assurance that these kinds of FDPs will be organized in college from time to time so that non teaching staff can enhance their knowledge and aware with new technologies.