



Dr. Ravi Toteja 13 Aug 2020



to andc-ad-hoc-faculty, andc-facu... ▾

Dear All  
Greetings

University of Delhi is providing Microsoft Team software to the College for taking online classes.

Following is the team from the College who is looking into this.

Dr Sharanjit Kaur  
Dr Seema Makhija  
Mr Tarun  
Mr Sanjay Sangwan

Online training for using Microsoft team would be given tomorrow ie August 14, 2020 from 5.00 pm to 6.00 pm.

All are requested to attend this online training.

This can be joined by

**Join on your computer or mobile app**

[Click here to join the meeting](#)

Hope to see you all in online training.

Thanks

Ravi Toteja



**Dr. Ravi Toteja** principal@andc.du.ac.in via googlegroups.com  
to andc-ad-hoc-faculty ▾

Mon, Aug 17, 2020, 7:53 PM ★ ↩ ⋮

----- Forwarded message -----

From: **Dr. Sharanjit Kaur** <sharanjitkaur@andc.du.ac.in>  
Date: Mon, 17 Aug 2020 at 1:24 PM  
Subject: Fwd: MS Teams Session - ACHARYA NARENDRA DEV COLLEGE, DELHI UNIVERSITY  
To: <principal@andc.du.ac.in>, andc-faculty <andc-faculty@googlegroups.com>

Dear all  
Pls find attached materials needed to understand all functionalities available within Microsoft office  
Regards  
Sharanjit kaur

----- Forwarded message -----

From: **Kaushik Biswas (V5G S)** <y-kabis@microsoft.com>  
Date: Mon, 17 Aug, 2020, 12:01 pm  
Subject: MS Teams Session - ACHARYA NARENDRA DEV COLLEGE, DELHI UNIVERSITY  
To: sharanjitkaur@andc.du.ac.in <sharanjitkaur@andc.du.ac.in>

Dear Ma'am,

Many thanks for the opportunity to present Teams capability for virtual classroom. Appreciate the time from the Professors for the session. I am hoping the session was useful to understand more on how Teams can help engage the student for continuous learning.

Pls find attached the quick teams guide which is like a ready reckoner for the Faculty members.

Videos :

1. Microsoft Teams Video Tutorial: [https://m365edu953326-my.sharepoint.com/:v/g/personal/kaushik\\_m365edu953326\\_onmicrosoft\\_com/EQc2U9xyMT9Ciq7\\_Ws8meMoB0S5uYHqPV6dcezbX\\_Ylmg?e=FW7Rjz](https://m365edu953326-my.sharepoint.com/:v/g/personal/kaushik_m365edu953326_onmicrosoft_com/EQc2U9xyMT9Ciq7_Ws8meMoB0S5uYHqPV6dcezbX_Ylmg?e=FW7Rjz)

1. Quick Videos for Faculty :

- a. **Getting Started with Microsoft Teams** – [Click Here](#)
- b. **Professional Learning Communities (PLC's) meet Microsoft Teams** – [Click Here](#)
- c. **Manage teacher workflow in Microsoft Teams** – [Click Here](#)