REPORT

On

"Five day National level Faculty Development Programme (FDP) on LaTeX+Xfig" (September 18-22, 2020)

Organized by

Department of Management
Rajiv Gandhi University
(Central University)
Rono Hills Doimukh, 791112

Inassociation with Spoken Tutorials, IIT Bombay

Contents of the Report

1. Acknowledgement

We are extremely grateful to Prof.SaketKushwaha, Hon'ble Vice-Chancellor, Rajiv GandhiUniversity for his constant encouragement and support in successfully conducting this program.

We would like to convey our thanks to Prof.AmitavaMitra, Pro-Vice Chancellor and Prof.TomoRiba, Registrar, Rajiv Gandhi University for extending their whole hearted support.

Our heartfelt gratitude to Prof. R C Parida, Dean, Department of Management, Rajiv GandhiUniversity for his guidance to make the FDP successful.

We are also thankful to Shri ParthaGoswani, Training Coordinator, Arunachal Pradesh, Spoken Tutorial, IIT Bombay for associating with us in organizing this FDP.

We are extremely obliged to all the learned faculties and staff of the Department ofManagement for providing their invaluable support during the FDP.We would like to thank all the faculty members and research scholars of the FDP without whom this programme would not have been a success.

Thanking you
FDP Organising Committee
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2. Background

In today's era, competence in drafting technical documents is an indispensable skill for all professionals. It helps them to express and share their knowledge on the domain subjects effectively across the society and thereby giving an extra edge in their professional careers. In this context, the Department of Management, Rajiv Gandhi University is organizing a Five-day online Faculty Development Program on "LaTeX&Xfig" in association with Spoken Tutorial, IIT Bombay. This programme is designed primarily for research scholars and faculty members.

2.1. Spoken Tutorial is a multi-award winning educational content portal. The Spoken Tutorial project is an initiative of National Mission on Education through Information and Communication Technology (ICT), launched by the Ministry of Human Resources and Development (MHRD), Government of India to promote IT literacy through Open Source Software.

2.2. LaTeXis a typesetting software for preparing reports, letters and presentations - especially useful for persons engaged in writing/ publishing documents from science/ arts/ commerce fields. LaTeX allows to manage references, figures, tables, footnotes, formatting, mathematical equations, algorithms, scientific proofs, and more in a programmatic fashion that provides benefits far exceeding that of word processing software.

2.3.Xfigis a free and open source vector graphics editor. Figures can be drawn using objects such as circles, boxes, lines, spline curves, text etc. In it, it is possible to import and work on images of all formats

3. Objectives:

The FDP would enable the participants:

❖To have a clear understanding of the basics of technical writing.
❖To communicate their ideas effectively in the form of technical reports, journals, papers etc., by using the technical writing tool LaTeX.

4. Programme Schedule

	Schedule for **LaTeX + XFig**	
Day	**Topic**	**Time**
Day 1, 18th of September, 2020	i) LaTeX on Windows using TeXworks ii) Report Writing iii) Letter Writing	
Day 2, 19th of September, 2020	i) Mathematical Typesetting ii) Equations iii) Numbering Equations	
Day3, 20th of September, 2020	i) Tables and Figures ii) Beamer iii) Bibliography iv) Feedback diagram with Maths	*10: 30 am onwards*
Day4, 21st of September, 2020	i) New command in LaTeX ii) New environment in LaTeX iii) Writing Styles Files in LaTeX iv) Indic Language Typesetting in LaTeX	
Day5, 22nd of September, 2020 Xfig	i) Simple Block Diagram ii) Feedback Control Diagram iii) Feedback Diagram with Maths	

5. List of Participants

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6. Outcome of the Programme

Participants will:

❖ Be able to improve the aesthetic quality of their work.

❖ Be benefitted as many academic journals and conferences categorically requires dedicated LaTeX Style files (.sty) for correctly typesetting of their submission. With one line of code, users can modify publication to match the style of many leading academic publishing outlets.

❖Be well-equipped to format the contents of books, reports, technical and business documents, screenplays, resumes, letters ... anything they want to write.

7. Organizing committee

- Prof.SaketKushwaha, Hon'ble Vice-Chancellor RGU, Chief Patron of the FDP
- Prof.AmitavaMitra, Hon'ble Pro-Vice Chancellor RGU, Patron of the FDP
- Prof.TomoRiba, Registrar, Patron of the FDP
- Prof. R C Parida, Dean, Faculty of Commerce & Management
- FDP Director: Arindam Garg, Associate Professor & Head Department of Management
- Coordinator: Dr.K.Sotechand, Assistant Professor, Department of Management

Working Committee:

- BhaskarPratim Sharma Barua, Assistant Professor, Department of Management
- ArindamChakrabarty, Assistant Professor, Department of Management
- Dr OdangTayeng, Assistant Professor, Department of Management
- GautamHuidrom, Assistant Professor, Department of Management

Technical Team

- MudangTagiya, Guest Assistant Professor, Department of Management
- BombiRiba, Guest Assistant Professor, Department of Management

Annexure i: Sample of certificate

Annexure ii : Respondents' profile and Feedback

Legend: ■ Strongly Disagree ■ Disagree ■ Neutral ■ Agree ■ Strongly Agree

First chart categories:
- I knew about LaTex before joining this FDP
- I knew about Xfig before joining his FDP
- After the FDP, I have learnt LaTeX and Xfig

Second chart categories:
- I have learnt new things that can be helpful for academics
- I am satisfied with the Programme content of the FDP.
- Overall, I am satisfied with the FDP.