



<b>Activity Name</b>	<b>Problem solving and ideation workshop on MS project</b>
<b>Date of Activity</b>	January 28-29, 2023
<b>Mode of Conduct</b>	Online, Webinar, MS Teams
<b>Time</b>	12:00 Noon- 4:00 PM
<b>Mandatory/Elective</b>	Elective
<b>Speakers</b>	Mr. Himanshu Arora ( Business Analyst, MS project trainer) Mr. Praveen Malik ( A certified PMP professional)
<b>Participants</b>	22
<b>Description</b>	

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अमृत महोत्सव



**Problem Solving and Ideation Workshop  
on  
MS Project  
(A Project Management Software)**

**By  
Mr. Himanshu Arora  
(Business Analyst, MS Project Trainer)**

January 28-29, 2023 | 12.00 Noon - 4.00PM  
Inaugural Session: January 28, 2023 | 11:30 AM Onwards  
Online Platform: MS-Teams

**Guest Speaker : Mr. Praveen Malik**  
[A Certified Project Management  
Professional (PMP®)]

**Convener**

**Institution's Innovation Council (IIC)  
Gautam Buddha University, Greater Noida, U.P.**

Brief Description of the session: A Problem solving and Ideation workshop on MS Project ( A project Management Software) was organized by Institution's Innovation Council, Gautam Buddha University on 28th January 2023. It was two days, 4 hours dedicated (12 pm- 4 pm) workshop. Mr. Praveen Malik, a certified project management professional (PMP) was the guest speaker and Mr. Himanshu Arora (Business Analyst) was the MS Project trainer.

Initially, the guests were welcomed by Dr. Indu Uprety. Then Mr. Praveen Malik introduced the students with the important aspects of PMP and told about some important courses and exams

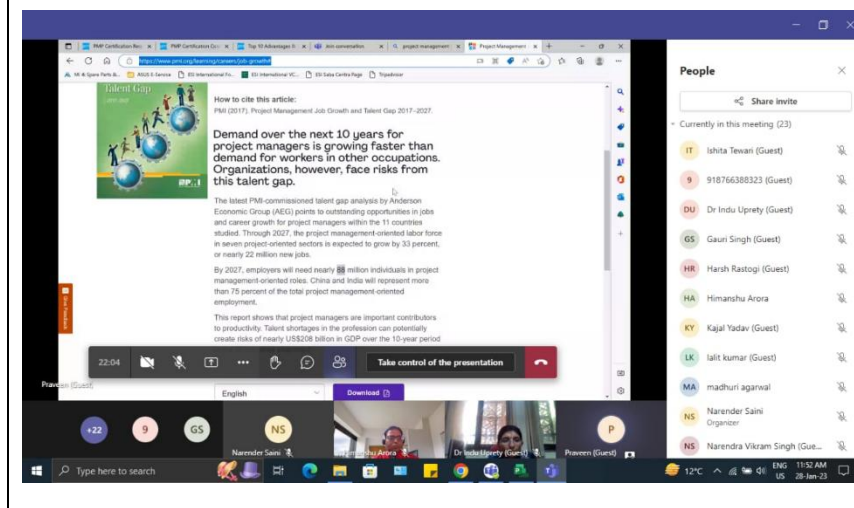
related to PMP. Further the training on MS Project was conducted by Mr. Himanshu Arora.

The agenda of the workshop was to cover 11 modules in total in two days. On day1, modules: Project Management Concepts and overview of MS Project, Project Initiation- Setting up a new project, Planning- Task level, Planning - resource level, Planning - assignments were covered. On day2, modules: Finalising the plan, Execution -tracking, Monitoring- Variance analysis, controlling- reviewing point, MS project reports and Closure - close project were covered.

Apart from these, it was an interactive session and the trainer also enthusiastically was clearing the doubts of the students.

Overall ,it was a very informative and beneficial workshop for the students. The students have got the opportunity to see and learn the application of almost all the concepts of project management which were taught to them theoretically.

### Photographs of the event:



The screenshot shows a Microsoft Teams meeting interface. On the left, a video feed shows a man in a red shirt and glasses. To his right is a 'People' list with the following participants: Smita Torai (Guest), Himanshu Arora, and several other guests. The main window displays the 'Create New Calendar' dialog box with the title 'Define Work times for the project'. The dialog has a 'Set the default work timings for your calendar' section. It includes a 'Calendar' dropdown set to 'Default', a 'Working days' section with a grid for Monday through Friday, and a 'Working hours' section with a grid for 00:00 to 24:00. A 'Working hours' dialog is also visible, showing a grid for 00:00 to 24:00. On the right side of the main window, there is a list of instructions: 'Go to work week tab', 'Select the working days', 'Check third radio button', and 'Set appropriate timings'. The bottom of the screen shows the Teams meeting controls with icons for mute, video, chat, and other functions.