Don Bosco Institute of Technology, Mumbai - 400070

Report on Session

"Google Workspace Demonstration"

Title: Session on "Google Workspace Demonstration"

Date: 10th July, 2021

Time: 4:00pm - 5:00pm

Venue: Google meet Video Conference

Google meet Link : [Meet – ijx-wjft-wer (google.com)](google.com)

No. of participants: 7 participants (Faculties of Computer Department)

Ms. Sana Shaikh

Dr. Amiya Kumar Tripathy

Dr. Phiroz Shaikh

Ms. Kalpita Wagaskar

Ms. Priya Kaul

Ms. Shainila Mulla

Ms. Deepali Kayande

Faculty In charge: Ms. Dipti Jadhav

Resource Person: Ms. Dipti Jadhav

Organizing Department / Committee / Authority: Computer Department of Engineering, DBIT

Objectives:

1. To understand Google workspace and features available in it.

2. To know how to create Google classroom and add students in to it.

3. To understand pricing plans available

Report:

This Session conducted by Ms. Dipti Jadhav to introduce Google workspace. Faculties of Computer Engineering department attended this session.

Ms. Dipti explained Google workspace, features available in Google workspace and Domain registration. She also explained features available in paid version, security settings and different configurations to be applied to different users/groups. She further demonstrated how to create Google Classroom, how to add students in Google classroom and sharing link with students.

Ms. Dipti discussed Business starter and Business Standard pricing plans and available Features, No. of participants, memory space with these plans provided by Google Workspace.
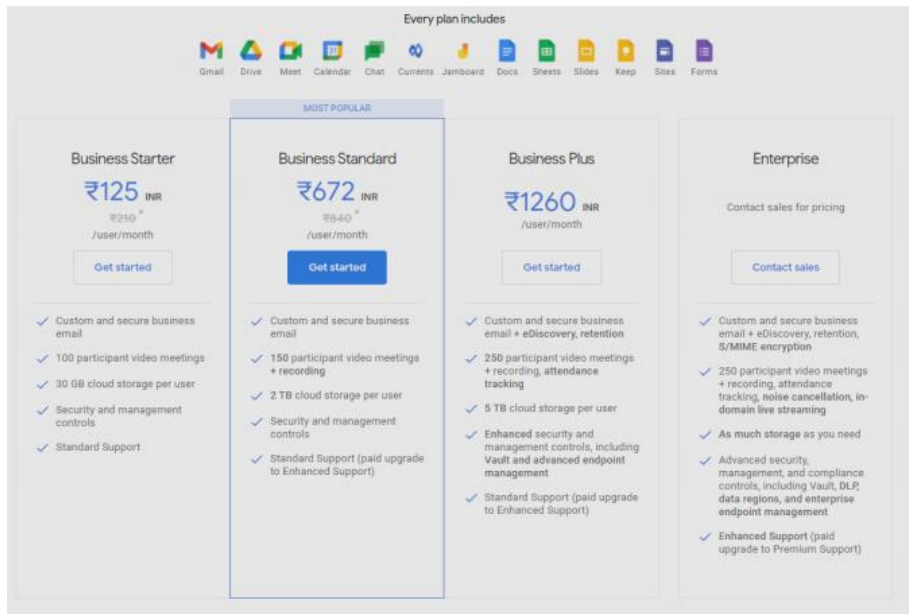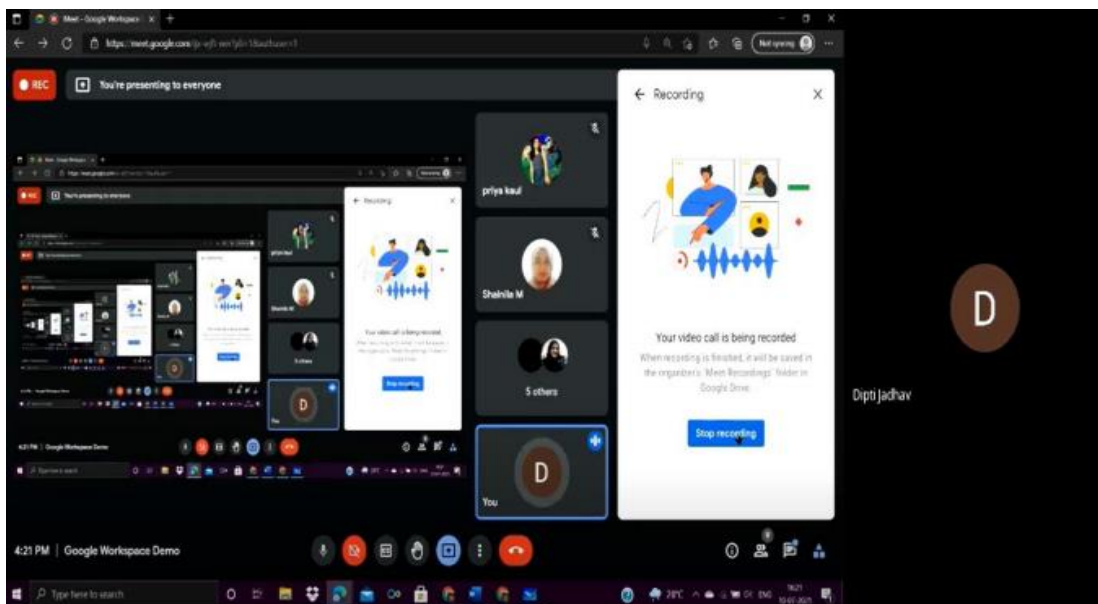

Fig. 1 Google Workspace Pricing Plan

Google Workspace Demonstration planned for department faculties to understand how Google workspace can be implemented in coming semester.

Session Snapshot :

Report Prepared by: **Report Approved by:**

Ms. Dipti Jadhav (Faculty)   Ms. Sana Shaikh (H.O.D.)

                                                         Computer Engineering Department