



by Triveni K, HoD, Department of Computer Applications, July 13, 2020, @ Bengaluru

Department of Computer Applications organized a National Webinar on “Emerging Technologies in IT” on July 13, 2020.

In the one-hour duration of the webinar which started at 17:00 hours, Mr. Edwin Thankiah, CEO of Paladin Software, handled a very interactive knowledge-sharing session. A Professional in Software Development, IT-Operations, ERP, e-learning & Offshore Development Centers, Mr. Edwin Thankiah is an Entrepreneur with exposure to building organizations from the nascent stage, setting processes, and expanding operations to different levels.

A well-qualified group of persons such as heads of institutions, professors, and Ph.D. scholars registered for the webinar.

The webinar was attended by 200 participants. We have received feedback from almost everyone through online forms and it needs to be appreciated that everyone has given the best feedback about the webinar and the arrangements.

Work Details

This section is captured for the benefit of the team for upcoming webinars and as a record for future academic purposes. The main points captured include the work process, challenges, execution methods and experience learned

Work Process

A webinar arrangement includes all necessary steps like seminar arrangement. A guest speaker, a trending topic, a platform for conducting the session, digital infrastructure, a decent invitation, compiling all the registered persons, communicating the webinar platform details, getting the feedback, and delivering the e-certificates. With all these done, it needs to be understood experienced personnel who can handle the webinar platform during the session are required for attacking any glitches and to run through the digital medium effectively.

Challenges & Execution

With a sudden move into a digital platform, many of us face teething difficulties in adapting to the new environment. A digital invitation linking the registration form further automatically sending emails to the registered pax is not a cakewalk, at least for a few of us. While we use a WhatsApp group for communication, contact privacy cannot be established. It is recommended to use email communication with the BCC option to avoid data/details leakage. With no less than one-man day of 8 hours of continuous sitting with a computer will get these forms ready for a single webinar. With participants submitting the feedback forms, the e- certificate has to be generated manually due to the website (google forms) limitation of 100 emails per day. To avoid missing the certificates, a post-webinar run of the forms manually is recommended. The challenge now is to have a good computer with a high-speed processor to avoid the machine hanging out during the process.

A moderator (digital jockey), during session, is required to handle the participants, unmute/mute during the session, and read out the questions during the Q&A session. As every other participant tends to come forward with questions with no time for others, a moderator needs to handle this allotting slot for every question.

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Experience Learnt

Virtual coordination between the panelists is needed. Because of the new introduction, and as earlier mentioned, this can be a teething issue noticed in the digital adaptation.

A Q&A session needs to be conducted only through the chat box to avoid overcrowding the dais.

A well-established high-speed wired broadband internet connection, with compatible computer hardware and an efficient meeting platform, is essential for the host and the speaker.

Google forms can be used for registration and sending automatic email responses along with the meeting details, instead of WhatsApp considering the data privacy.

Auto generation of e-Certificates is limited to 100 emails per day. Hence manual generation of the form software is recommended.