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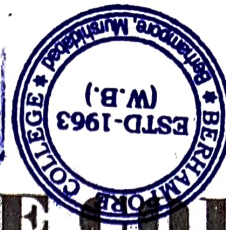
BERHAMPORE COLLEGE

ESTD.-1963

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Report on the Workshop on “College Website Maintenance and Departmental Data Upload Procedure”

Venue: Conference Room, Berhampore College

Date: 26.02.2026

A workshop on “College Website Maintenance and Departmental Data Upload Procedure” was organized by IQAC, Berhampore College on 26 February 2026 in the Conference Hall of the college. The workshop aimed to familiarize faculty members with the procedures for maintaining the college website and managing departmental data effectively.

The session was conducted in the presence of the respected Principal and was attended by teachers from different departments of the college. During the workshop, a detailed overview of the college website was presented. The resource persons explained how each department would be able to upload and update academic information on the website.

Particular emphasis was given to the types of academic data that need to be regularly uploaded and maintained at the departmental level. These include departmental notices, class routines, syllabus, faculty profiles, study materials, and records of departmental events and activities. The participants were guided step-by-step regarding the process of uploading and organizing these materials on the website so that students and stakeholders can easily access updated academic information.

The workshop proved to be highly informative and beneficial for the faculty members, as it helped them understand the technical and administrative aspects of website management and data uploading. The active participation and cooperation of all the teachers contributed to the success of the event.

The organizers expressed sincere gratitude to the respected Principal and all faculty members for their presence and support in making the workshop a successful and productive programme.





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16.6.2026

**Principal
Berhampore College
Berhampore, Murshidabad-742101**

Attendance Sheet of the Workshop on 'College Website Maintenance and Departmental Data Upload Procedure' Held on 26.02.2026.

Sl. No.	Signature
1.	S. Bhunia
2.	Noorjahan Khan
3.	Maumita Ghosh
4.	
5.	Dr. Bidhyut Mandal
6.	
7.	Dr. Bidhyut Mandal ^{Dr. Bidhyut Mandal}
8.	
9.	Dr. Bidhyut Mandal 26/2/26
10.	Shashi Prasad Kama
11.	Tanuka Chowdhury
12.	Arun Banerjee
13.	Suresh Mandal
14.	Wijayar Mukherjee
15.	Amandeep Pramanik
16.	Gautam Roy
17.	Chayan Mandal
18.	Chiranjit Das
19.	Satyajata Ganguly
20.	Suvarna Mandal
21.	Rahul Mandal
22.	Starabhanu
23.	Manab Ghosh
24.	Arifur Islam