



The Training & Placement Cell SRI GURU GOBIND SINGH COLLEGE OF COMMERCE

University of Delhi

is organising



"Teach. Teach AI. Automate." A Two Day Faculty Development Programme on Artificial Intelligence"

in collaboration with

The Internal Quality Assurance Cell (IQAC) and The Centre for Professional Development (CPD)

Date	30 th July 2026 – 31 st July 2026	Time	30 th July-(11:00 AM – 3:30 PM) 31 st July - (10 : AM – 2:30 PM)
Venue	Amphitheatre, SGGSCC	Duration	2 Days · 5 Modules · 8 Hours of Hands-on Work
Training Partner : Rabbitt AI			

About the Programme

Teachers are increasingly asked to do more with AI — in the classroom, in preparing students for an AI-shaped workforce, and in the administrative workload that competes with both. This programme is built around three learning pillars, so every session ties back to something the teachers can use in their own courses and departments the following week.

PILLAR 1 Teach WITH AI Using AI tools to plan lessons, create content, personalise learning, and assess and give feedback faster and better.	PILLAR 2 Teach AI Building AI literacy into what and how teachers teach — embedding AI concepts into subjects and redesigning assignments and academic-integrity practice.	PILLAR 3 Automate WITH AI Using AI to reduce time spent on admin work — correspondence, data, scheduling, reporting, and committee work.
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From the Principal's Desk

Artificial intelligence is rapidly reshaping how we teach, assess, and support our students, and our faculty must be equipped to lead that change rather than simply respond to it. This programme is a deliberate, practical step towards that readiness — not a one-off event, but the start of a sustained institutional capability. I encourage every faculty member at Sri Guru Gobind Singh College of Commerce to participate with an open mind and to make full use of the support that will continue well after these two days.

— Prof. Kawal Gill, Principal (Officiating), SGGSCC

From the Convenor's Desk

This programme has been designed to be immediately useful — every session ends in something the teachers can carry back to their own classroom or department the same week. Beyond the two days, the Training & Placement Cell and our student trainer team will remain available to help put these tools to work through the year. I look forward to seeing what each participant builds.

— Dr. Bimaldeep Kaur,
Assistant Professor, Department of Commerce & Convenor,
Training & Placement Cell

Event Details & Organising Team

Organising Team	Prof. Kawal Gill - Patron and Principal (Offtg.) Dr Bimaldeep Kaur, Asst. Professor, Dept. of Commerce : Convenor, Training and Placement Cell (TPC) Prof. Ravneet Duggal, Prof, Dept. of Commerce: Co- Convenor, TPC Ms. Navdeep Kaur, Associate Professor, Dept. of Commerce : Co-Coordinator, FDP and Member, TPC Dr. Meenu Gupta, Associate Professor, Dept of Commerce : Member, TPC		
In Collaboration With	IQAC — Director: Dr Rachna Sethi, Asst. Professor, Dept. of Computer Science CPD — Coordinator, Prof. Satvinder Kaur, Professor, Dept. of Commerce		
Training Partner	Rabbitt AI	Registration Fee : All Training cost borne by the college and TPC. No registration fee for the participants	Certificate : Provided on completion

Programme Schedule

Every session ends in a usable, submittable output. Tea/snacks will be served alongside the training at the venue.

DAY 1 — 30th July 2026 · AI in the Classroom	
Time	Session
11:00 – 11:30 AM	Introductory Session <i>Welcome address, opening remarks</i>
11:30 AM – 12:00 PM	Module 1: Orientation & AI Foundations <i>Shared mental model of LLMs, tool landscape, prompt-engineering basics.</i>
12:00 – 2:00 PM	Module 2: AI in Teaching Processes <i>Lesson planning, content creation, differentiated worksheets, assessment design, feedback at scale.</i>
2:00 – 2:15 PM	Break
2:15 – 3:30 PM	Module 3: Teaching AI — AI Literacy in the Curriculum <i>Embedding AI literacy across subjects; redesigning assignments to be AI-resilient.</i>

DAY 2 — 31st July 2026 · AI for Institutional Efficiency	
Time	Session
10:00 – 10:30 AM	Recap & Day 2 Framing <i>What worked from Day 1; shifting focus to admin efficiency.</i>
10:30 AM – 12:30 PM	Module 4: AI for Process & Admin Automation <i>Correspondence, meeting-to-minutes, spreadsheets, scheduling, research support, no-code automation.</i>
12:30 – 12:45 PM	Break
12:45 – 1:30 PM	Module 5: Responsible & Ethical AI Use <i>Data privacy & DPDP Act, hallucination and bias, institution-wide academic-integrity alignment.</i>
1:30 PM onwards	Valedictory Session <i>Certificate distribution, closing remarks, feedback</i>

Important Information for Participants

- **Attendance is mandatory** for all faculty members across both days of the programme.
- **All participants must carry fully charged laptops.**
- **There is no registration fee** for college faculty.
- **Participants receive a “Rabbitt AI — Teach. Teach AI. Automate” certificate of completion.**
- **Submission of workshop material:** all participants are required to submit the lesson plans, assessments, redesigned assignments, and other material developed during the workshop to the Training & Placement Cell, for official college records.
- **Continued support:** The Training & Placement Cell will provide continued support to college faculty with practical use of AI tools.

All Training costs are borne by the college and TPC. No registration fee for the participants	Certificate Provided	Hands-on Sessions	Year-Round Support
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Kindly note: Attendance is mandatory for all faculty members.

Please carry a fully charged laptop. We look forward to your enthusiastic participation.