DAYANANDASAGAR COLLEGE OF ARTS SCIENCE AND COMMERCE

Shavige Malleshwara Hills, Kumaraswamy Layout, Bangalore-560082

Internal Quality Assurance Cell (IQAC)

in association with

Research Cell - ANVESHANA
Department of Management Studies (MBA-BU)

One Day Faculty Development Program on "Mendeley - A Reference Management Tool for Research"

Department: MBA-BU

Date: 18-08-2023

Sl. No.	Particulars	Event related details			
1.	Event	Faculty Development Program			
2.	Title of the Event	One Day Faculty Development Program on "Mendeley - A Reference Management Tool for Research"			
3.	Date	17-08-2023			
4.	Time	9.30 am to 4.30 pm			
5.	Venue	MBA Research Lab			
6.	Resource Person 1 Details** (Profile to be enclosed)	Dr. Chetan Shetty Associate Professor, MBA-BU			
7.	Topics Covered	1. Understanding the Importance of Reference Management 2. Getting Started with Mendeley 3. Importing References 4. Managing Your Library 5. Citation and Bibliography Management 6. Collaborative Research with Mendeley			
7.	Resource Person 2 Details** (Profile to be enclosed)	NA			
8.	Topics Covered	NA			
9.	No. Faculty Participants(Enclose a copy of names with signatures)	Internal:	14	External:	Nil

Sl. No.	Particulars	Event related details			
10.	No. Student Participants (Enclose a copy of names with signatures)	Internal:	NA	External:	NA
11.	Faculty Coordinator/s	Dr. Chetan Shetty			
12.	Student Coordinator/s	NA			
13.	Total Expenditure (Details to be enclosed)	NA			
14.	Sponsors and Amount (if any)	NA			
15.	Agenda of the Event (Enclose a copy)	**Session 1: Introduction to Mendeley - 9:30 AM - 10:00 AM** ➢ Overview of Mendeley's interface and compatibility with different platform ➢ How to download and install Mendeley on various operating systems. ➢ Creating a Mendeley account. **Session 2: Importing References and Managing Your Library - 10:15 AM - 1 AM** ➢ Adding references manually. ➢ Importing references from databases, websites, and PDFs. ➢ Tagging and categorizing references for easy retrieval. ➢ Using the search and filter features effectively. **Tea/Coffee Break 11:30 AM - 11:45 AM** **Session 3: Citation and Bibliography Management** ➢ Generating citations and bibliographies in various citation styles. ➢ Integrating Mendeley with word processing software (e.g., Microsoft Word, LaTeX). ➢ Troubleshooting common citation issues. **Lunch Break 1:00 PM - 2:00 PM** **Session 4: Collaborative Research with Mendeley and Advanced Features** ➢ Sharing references and collaborating with colleagues. ➢ Discussing co-authoring features and sharing annotated documents. ➢ Exploring additional features like PDF annotation, highlighting, and notes. ➢ Managing supplementary files and research data. **Q&A and Closing Remarks**			
16.	Report uploaded on college website? If yes, give details:	Yes			
17.	Report sent to media? If yes, give details:	NO			

Sl. No.	Particulars	Event related details
18.	Report uploaded in Social Media? If yes, give details:	Yes
19.	Certificates Printed? (Enclose a copy***)	Yes
20.	Feedback Collected? (Enclose a copy***)	NO
21.	Summary of the Event (Minimum 100 words)	The one-day Faculty Development Program (FDP) on " Mendeley - A Reference Management Tool for Research " was successfully conducted by the MBA (BU) faculty of DSCASC. The FDP took place on 17.08.2023 at the MBA research lab from 9:30 am to 4:30 pm, with appropriate breaks provided for the participants' comfort. The resource person for the event was Dr. Chetan Shetty, Associate Professor of MBA (BU). The FDP saw enthusiastic participation from a total of 14 faculty members from the MBA (BU) department. The agenda was meticulously structured to cover a comprehensive range of topics related to leveraging Mendeley for research collaboration. Dr. Chetan Shetty commenced the FDP with an enlightening session on the "Introduction to Mendeley," providing an overview of the various concepts such as Importing References and Managing Your Library, Citation and Bibliography Management, Collaborative Research with Mendeley and Advanced Features which play a pivotal role in research collaboration. The subsequent sessions delved into specific aspects of research enhancement through Mendeley. Participants gained insights into " Citation and Bibliography Management role in facilitating virtual research discussions and meetings. Overall, the FDP provided an enriching platform for the MBA (BU) faculty of DSCASC to harness the potential of Reference Management Tool for their research endeavors, fostering enhanced collaboration, communication, and document management practices.
22.	Photographs of the Event (At least 10 relevant, clear, and appropriate photos with title and explanation. The jpg files need to be attached)	Enclosed

Notes:
* Seminar / Workshop / Symposium / Conference / Cultural Fest / Quiz / Sports / Literature Fest, etc.
** Name / Organization / Designation / Area of Expertise
*** Format Copy need to be attached and hard copy need to be filed
PS: Whichever column is not applicable, write as NA.

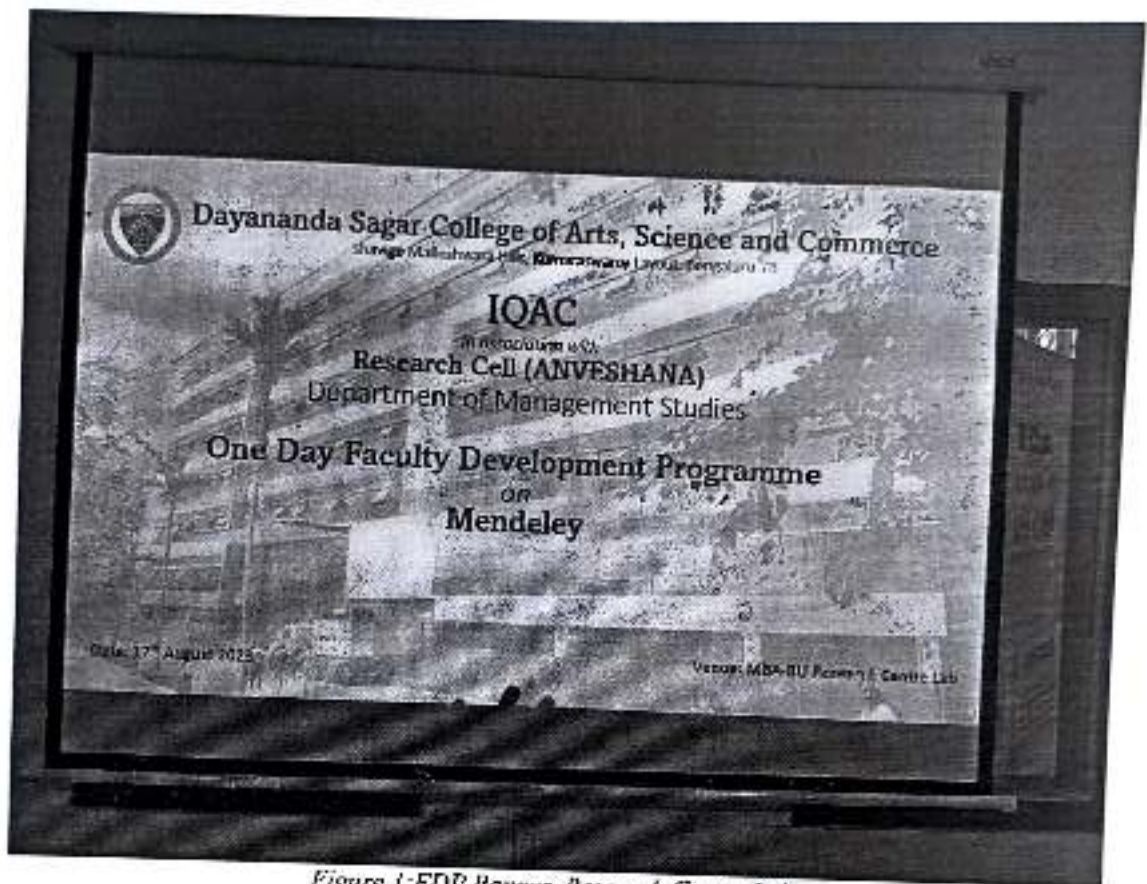Event Coordinator   HOD/Director   IQAC Coordinator   Principal

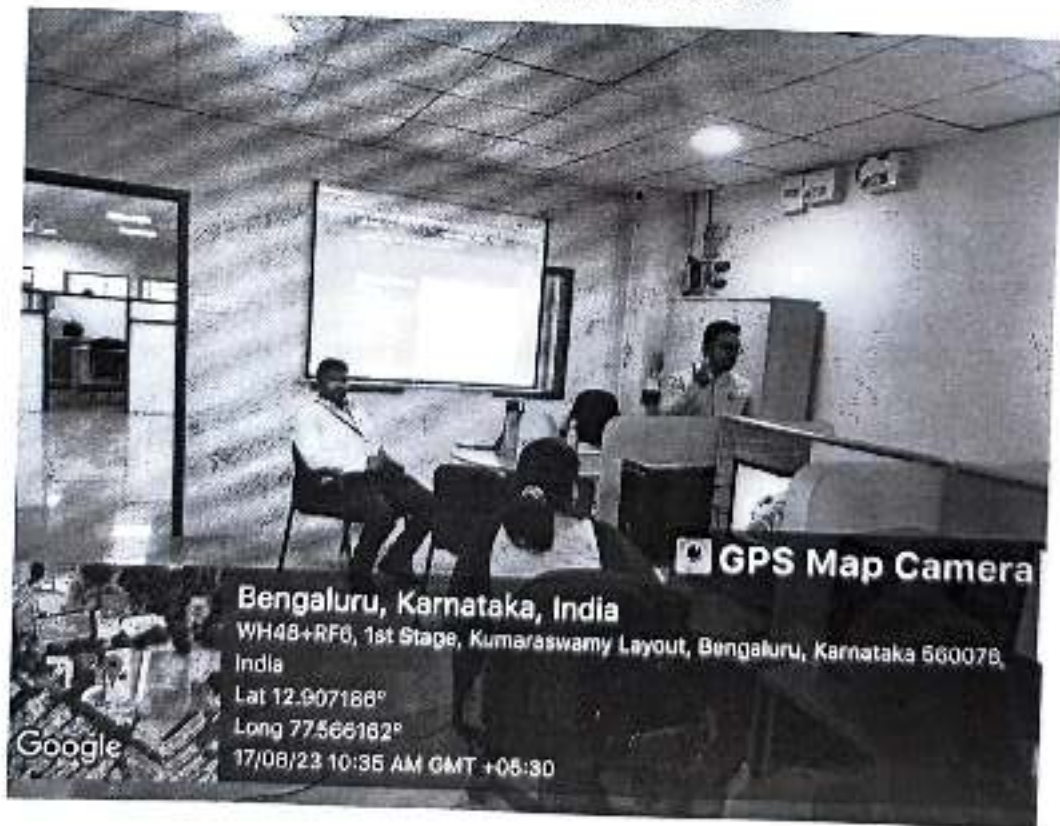Figure 1:FDP Banner, Research Centre Lab

Figure 2: Dr. Chetan Shetty, the resource person explaining the Mendeley

Figure 3: Faculty participants working on Google tools

Figure 4: Participants in the Workshop