OFFICE OF THE
ACADEMIC REGISTRAR
क'क्राझार मुलुगसोलोंसालि
KOKRAJHAR UNIVERSITY
Kokrajhar, BTC, Assam 783370
Website: www.kokrajharuniversity.ac.in
Email: acadregistrarkokuniversity@gmail.com Contact No: 03661-270245 (O)

No. KU/04/Aca/2026/0015 Dated: Kokrajhar, the 4th of September, 2026.

NOTICE

Regarding Faculty Development Programme (FDP) on Artificial Intelligence and Microsoft Technologies to be held on 12th & 13th of September, 2026.

It is hereby notified for information of all concerned that the **Internal Quality Assurance Cell (IQAC), Kokrajhar University, in collaboration with Microsoft**, is organising a **two-day Faculty Development Programme (FDP)** on the theme:

"Relevance of Artificial Intelligence Across Various Academic Disciplines and Microsoft Technologies for Higher Education"

The programme is designed to equip faculty members of ***Higher Education Institutions*** with practical knowledge, digital skills, and contemporary tools for the responsible and effective adoption of **Artificial Intelligence (AI)** and Microsoft technologies in teaching, learning, research, academic productivity, and institutional innovation.

Programme Details:

Particulars	Details
Programme	Faculty Development Programme (FDP)
Theme	Relevance of Artificial Intelligence Across Various Academic Disciplines and Microsoft Technologies for Higher Education
Date	**12th–13th September, 2026**
Duration	**2 Days (12 Hours)**
Mode	Offline
Venue	**Kokrajhar University**
Organised by	**IQAC, Kokrajhar University**
In Collaboration with	**Microsoft**
Eligibility	Faculty Members of Higher Education Institutions
Registration Fee	**₹2,500/- (For Permanent Faculty Members of HEI)** **₹1,000/- (For Contractual/Temporary Faculty Members)**
Seats	Limited Seats, registration will be confirmed on a **first-come, first-served basis**

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Programme Highlights

The FDP will include:

1. Hands-on sessions on **Microsoft AI and productivity tools**;
2. Practical exposure to emerging Microsoft technologies relevant to higher education;
3. Interactive workshops and case-based learning;
4. Expert-led sessions and opportunities for peer collaboration;
5. Use of AI-enabled resources, tools, and learning materials;
6. Insights into responsible and effective adoption of AI in academic practices;
7. Opportunities for networking with academic and industry experts; and
8. **Certificate of participation/completion** for participants fulfilling the prescribed requirements.

Major Modules

The programme will cover key areas including:

- **AI Ecosystem:** Emerging challenges in higher education and the transformation of teaching, learning, and research;
- **Microsoft 365 Copilot and AI-Powered Productivity Tools**;
- **Microsoft Copilot for Education:** Lesson planning, assessment, learning resources, social science applications, and responsible use of AI;
- **Hands-on Workshop:** Microsoft 365, Microsoft Copilot, and Microsoft Designer;
- **Microsoft Azure AI Services and Azure AI Studio**, including AI security;
- **Microsoft Power Platform:** Power Apps, Power Automate, and Power BI for academic innovation;
- **Microsoft Learn, AI Skills Development and Digital Credentials** for faculty and students; and
- **Best Practices for AI Adoption in Higher Education**, including interdisciplinary research, open discussion, academic integrity, privacy, feedback, and responsible AI adoption.

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Contact No: 03661-270245 (O)

Registration Process:

Interested faculty members are requested to register for the programme at the earliest, as **seats are limited and registration will be confirmed on a first-come, first-served basis**.

Participants may register themselves by **scanning the QR code provided in the *Programme Brochure***.

- **The Registration Fee for the Permanent Faculty Members of Higher Education Institutions is ₹2,500/-**

- **The Registration Fee for Contractual/ Temporary Teaching Faculty Members of Kokrajhar University and of other institutions is ₹1,000/-**

The Registration Fee can be made through the official **QR Code** of Kokrajhar University account named **"KOKRAJHAR GOVT COLLEGE ST"** given below.



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Important Note:

Participants are requested to **bring their own laptops** for the hands-on and practical sessions. For any queries regarding the programme and registration, participants may contact:

IQAC, Kokrajhar University
+91 91010-12345
iqac@kokrajharuniversity.ac.in
www.kokrajharuniversity.ac.in

Therefore, all concerned faculty members are encouraged to take advantage of this programme and actively participate in the sessions to enhance their digital competencies and understand the emerging applications of **Artificial Intelligence and Microsoft technologies in Higher Education**.

N.B.: The Brochure is attached with this notification.

Sd/-
Academic Registrar (i/c)
Kokrajhar University
Kokrajhar

Memo No. KU/04/Aca/2026/0015 - (A) Dated: Kokrajhar, the 4th of August, 2026.

Copy for information to:

1. The P.S to the Hon'ble Vice-Chancellor, Kokrajhar University for kind information.
2. The P.S. to the Registrar (i/c), Kokrajhar University for kind information.
3. The Controller of Examinations (i/c), Kokrajhar University.
4. The Dean, Students Welfare (i/c), Kokrajhar University.
5. Dean, Research & Development Cell, Kokrajhar University.
6. All HoDs, Kokrajhar University.
7. IQAC, Kokrajhar University.
8. Office guard file.

Academic Registrar (i/c)
Kokrajhar University
Kokrajhar
Academic Registrar (i/c)
Kokrajhar University

KOKRAJHAR UNIVERSITY

IQAC in collaboration with

Microsoft

FACULTY DEVELOPMENT PROGRAMME (FDP)

Theme:

Relevance of Artificial Intelligence Across Various Academic Disciplines and Microsoft Technologies for Higher Education



- Duration: 2 Days (12 Hours)
- Mode: Offline
- Registration Fee: ₹ 2500/-

Academia-Industry Converge: connecting the campus to the corporate world

ABOUT THE PROGRAMME

Explore the transformative role of Artificial Intelligence in higher education through Microsoft technologies.

This intensive two-day Faculty Development Programme equips educators with practical AI skills, productivity tools, and strategies for responsible AI adoption to enhance teaching, research, and academic innovation.

PROGRAMME HIGHLIGHTS

- Hands-on sessions with Microsoft AI and productivity tools
- Practical exposure to cutting-edge Microsoft technologies
- Interactive workshops and case-based learning
- Expert-led sessions and peer collaboration
- Resources, tools and learning materials
- Networking with academia and industry experts
- Certificate on successful completion

N.B.: Please carry your own Laptop for hands-on sessions

Seats Availability: Limited Seats. Registration will be confirmed on a first-come, first-serve basis.

REGISTER NOW

Scan to Register

DATE
12th - 13th September 2026

VENUE
Kokrajhar University (Offline)

FOR
Faculty Members of Higher Education Institutions

REGISTRATION FEE
₹ 2500/-

Participants will be given certificates on successful completion.

PROGRAMME SCHEDULE

DAY 1

09:30 AM – 10:00 AM	**Welcome & Inauguration** Inaugural Ceremony, Welcome Address and Program Overview
10:00 AM – 11:15 AM	**Module 1: AI ecosystem –** Emerging Challenges in Higher Education; Transforming teaching learning and research.
11:15 AM – 11:30 AM	Tea Break (15 mins)
11:30 AM – 01:00 PM	**Module 2: Enhancing Faculty Productivity with Microsoft 365** Copilot and AI-Powered Productivity Tools
01:00 PM – 02:00 PM	Lunch Break (1 Hour)
02:00 PM – 03:30 PM	**Module 3: Microsoft Copilot for Education** – Creating Lesson Plans, Assessments and Learning Resources, Social Science and need of intervention of Microsoft AI
03:30 PM – 03:45 PM	Tea Break (15 mins)
03:45 PM – 05:00 PM	**Module 4: Hands-on Workshop –** Microsoft 365, Microsoft Copilot and Microsoft Designer

DAY 2

09:30 AM – 11:00 AM	**Module 5: Introduction to Microsoft Azure AI Services and Azure AI Studio, AI Security**
11:00 AM – 11:15 AM	Tea Break (15 mins)
11:15 AM – 01:00 PM	**Module 6: Microsoft Power Platform** (Power Apps, Power Automate and Power BI) for Academic Innovation
01:00 PM – 02:00 PM	Lunch Break (1 Hour)
02:00 PM – 03:30 PM	**Module 7: Microsoft Learn,** AI Skills Development and Digital Credentials for Faculty and Students
03:30 PM – 03:45 PM	Tea Break (15 mins)
03:45 PM – 05:00 PM	**Module 8: Best Practices for AI** Adoption in Higher Education, AI empowering interdisciplinery research, Open Discussion, Participant Feedback, Certificate Distribution and Valedictory Ceremony

For Queries, Contact +91 91010 12345 iqac@kokrajharuniversity.ac.in | www.kokrajharuniversity.ac.in

In collaboration with Microsoft