

**National Informatics Centre
Department of Electronics and Information Technology
Ministry of Electronics & Information Technology (Govt. of India)**

Capability Building Programme on eOffice for Users (27.03.2017 - 29.03.2017)

Words of Appreciation given by the Participants

Trainers of the Programme – Ms. Surabhi, Mr. Ashwani Chaudhary, Mr. Vaibhav Garg, Ms. Babita Jarial, Ms. Varsha Yadav, Ms. Tamanna Arora, Mr. Nitish Bhardwaj & Ms. Apoorva Srivastava.

1. Ms. Apoorva Srivastava and Ms. Tamanna Arora are very good trainers. The way they made us understand all the concepts of 'FMS' was quite appreciable. - **Ms. Preeti Chauhan (Senior Clerk – Rajya Sabha Secretariat)**
2. Trainers have excellent knowledge about the product and the processes involved. The training helped me understand all the technicalities involved for using eOffice which will help me in future. – **Mr. Vikas Jangra (Asst. Section Officer – Ministry of Mines)**
3. Presentation style of trainers was very good. Trainers were very cordial and they tried their best to clarify doubts of all participants. – **Mr. Suneet Kumar (Senior Clerk – Rajya Sabha Secretariat)**
4. I liked the interactions of trainers with fellow participants and the 'hands-on' practice sessions. – **Ms. Sehreen (Junior Clerk – Rajya Sabha Secretariat)**
5. Training is beneficial to do our office work conveniently. It would be good if eOffice is implemented in all government offices. – **Mr. Narender Singh (Junior Clerk – Rajya Sabha Secretariat)**
6. Training team did an excellent job and they are very good for imparting training to participants. – **Ms. Anuj Tanwar (Programmer – DoPT)**
7. I liked the 'File Management System' as it helps reducing paper in govt. offices. – **Ms. Pallavi Sardana (Senior Clerk – Rajya Sabha Secretariat)**
8. I liked the 'File Management System' as it incorporates all physical methods into digital working environment. – **Mr. Sanjay Kumar Sahani (Senior Clerk – Rajya Sabha Secretariat)**
9. I liked the whole 'File Management System' as it helps govt. offices to become paperless. – **Ms. Shweta Singh (Junior Engineer – NBCC)**
10. I liked the 'File Management System' as I could easily relate it to the work I am doing in my office. – **Mr. Vikas Jangra (Asst. Section Officer – Ministry of Mines)**
11. All the facilities provided i.e., seating arrangement, infrastructure and food were excellent. – **Mr. Vikas Jangra (Asst. Section Officer – Ministry of Mines)**