

A.Y: 2024-25

REPORT

Title:	Technical Skill Development Program on “ Computer Applications, Hardware & Software Management, AutoCAD, and 3D Printing Technologies. ”
Faculty Coordinator	Mr. Nazumuddin Shaik Sr. Assistant Professor Dept of Aerospace Engineering
Number of Participants:	All the Non-Teaching Staff Members in the Department of ASE and MECH
Event Type:	Skill Development Training Program
Name of the organization:	Department of Aerospace Engineering, LBRCE
Venue:	Modelling and Analysis Laboratory, Department of Aerospace Engineering
Number of Days and Date:	6 Days, i.e., 23-08-2024 to 28-08-2024
Resource Person	Mr. Nazumuddin Shaik Sr. Assistant Professor
	Mr. S. Indrasena Reddy Sr. Assistant Professor
Summary of the Event:	The Department of Aerospace Engineering organized a six-day in-house hands-on training program for non-teaching staff to enhance their technical and digital skills. The training focused on computer applications, operating systems, internet usage, hardware installation, software installation, printing and scanning operations, AutoCAD drafting, and 3D printing technologies. The participants received practical exposure to Microsoft Office applications, computer hardware assembly and troubleshooting,

	software installation procedures, peripheral device management, technical drawing using AutoCAD, and additive manufacturing using 3D printers. The training improved their ability to support academic, administrative, laboratory, and documentation activities within the department.
Outcome from the Event:	The schedule of the program included the following: DAY 1: Introduction to Computer Fundamentals, Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Operating System Management, File Handling, Internet Usage, E-mail Communication, and Data Management. DAY 2: Computer Hardware Installation and Maintenance, Identification of Hardware Components, System Assembly, Peripheral Device Installation, Troubleshooting Techniques, and Preventive Maintenance Practices. DAY 3: Software Installation and Configuration, Operating System Installation, Application Software Setup, Driver Installation, System Updates, Printing Operations, Scanning Operations, and Device Configuration. DAY 4: Introduction to AutoCAD, Drawing Interface, Basic Commands, 2D Drafting Techniques, Dimensioning, Editing Tools, and Preparation of Engineering Drawings. DAY 5: Introduction to 3D Printing Technology, Types of 3D Printers, Printer Components, Slicing Software, Material Selection, Printer Setup, and Calibration Procedures. DAY 6: Hands-on Operation of 3D Printers, Model Preparation, Printing Process, Troubleshooting, Post-Processing

	Techniques, Safety Practices, and Routine Maintenance of 3D Printing Equipment.
Feedback Taken from Participants:	Participants appreciated the opportunity to strengthen their computer skills, gain experience in hardware and software management, learn AutoCAD drafting techniques, and understand emerging 3D printing technologies. The training significantly improved their confidence in handling technical, laboratory, and administrative responsibilities. Participants also expressed interest in attending advanced-level programs on CAD/CAM software, 3D design, and digital manufacturing technologies.
Action Plan:	The department plans to organize advanced training programs on CAD/CAM software, networking, data management, 3D designs and printing technologies, and digital office automation systems. These initiatives will further strengthen the technical competencies of non-teaching staff and improve departmental efficiency.

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Event Photographs

