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One-Week Computer Course

Date: 4th October 2021 - 9th October 2021

Government P.G. College Bazpur organized a one-week computer course for college students with the aim of enhancing their computer literacy and proficiency. The program, conducted by Dr. Jaya Kandpal, focused on teaching Microsoft Office applications. Eight students enrolled in the course, which took place from 4th October 2021 to 9th October 2021.

Course Details:

The one-week computer course was held at Government P.G. College Bazpur, providing students with an opportunity to gain practical knowledge and skills in using Microsoft Office applications.

Highlights of the Course:

Course Instructor Dr. Jaya Kandpal, conducted the computer course. Her expertise in computer applications and teaching methodologies ensured a productive and enriching learning experience for the students.

Curriculum: The course primarily focused on Microsoft Office, covering essential applications such as Microsoft Word, Excel, and PowerPoint. The students were introduced to the basics of these applications and gradually progressed to advanced features and functionalities. Practical exercises and hands-on training enabled the students to apply their learning effectively.

Hands-on Practice: The course emphasized hands-on practice to reinforce the concepts learned. The students were provided with individual computer systems, enabling them to apply their knowledge and skills in real-time. Practical exercises, assignments, and projects were assigned to assess their understanding and application of the Microsoft Office suite.

Course Duration: The one-week course spanned from 4th October 2021 to 9th October 2021, ensuring a comprehensive coverage of the Microsoft Office applications. The structured curriculum and organized schedule allowed for a focused and efficient learning experience.

Enrollment and Participation: Eight college students enrolled in the course, showcasing their interest in acquiring computer skills. The participants actively engaged in the sessions, demonstrating their enthusiasm and dedication to mastering Microsoft Office applications.

