



DHRUBA CHAND HALDER COLLEGE

(FORMERLY DAKSHIN BARASAT COLLEGE)

ESTD.-1965

A NAAC Accredited Degree College Affiliated to University of Calcutta

P. O. Dakshin Barasat • Dist. South 24-Parganas • West Bengal • Pin 743372

E-mail : dchcollege@yahoo.com, Website : www.dchcollege.org.

Phone : (03218)-222550 (Prin.) / 223-668 (Off.)

Ref. No. DCHC/200/01/20


Date 03/01/2020

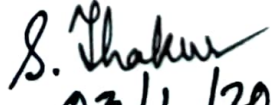
NOTICE

A one-day workshop will be held by the Department of Zoology in collaboration with the Department of Computer Science for the students of Zoology Honours on 16. 01. 2020 in the Department of Computer Science from 11 A.M. to 2 P.M.

Topic: One-Day Workshop On Computer Based Common Techniques and Methods For Students.

All students are informed to attend the workshop positively.


PRINCIPAL
Dhruba Chand Halder College
P.O.-D. Barasat, P.S.-Jaynagar
Dist.-South 24 Parganas



03/1/2020
H.O.D. OF ZOOLOGY
D.C.H. College
Dakshin Barasat
South 24 Pgs

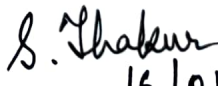
ONE-DAY WORKSHOP ON COMPUTER BASED COMMON TECHNIQUES AND METHODS FOR STUDENTS

ATTENDANCE SHEET


Date: 16/01/2020


SL NO.	NAME OF PARTICIPANT
1	UMME KULSUM KHATUN
2	LABANI MANDAL
3	SAMIR SANFUI
4	SAYAN TIARY
5	SOMA DAS
6	DIPANJALI HALDAR
7	DEBADYUTI DAS
8	BAPI DEBNATH
9	PARUL BARIK
10	SHIRSENDU HALDER
11	AJIJA RAHAMAN MOLLA
12	SAHELI NAYAK
13	BIDHAN HALDER
14	JASMIN SULTANA
15	RIMA NASKAR
16	SUBHRAJYOTI MONDAL
17	SUBHAM HALDER
18	PULAK HALDER
19	SUNANDA MANDAL
20	GOUR CHAND HALDER
21	SUDAM MONDAL
22	SUKANYA POLYE
23	ANUSHREE BAIDYA
24	AMIT MONDAL
25	SUMANA MONDAL
26	NILADRI HALDER
27	SOBHANA MAJHI
28	SAYANI SARKAR
29	PIYALI MONDAL
30	RAJANYA PAL
31	KOUSHIK BAG


PRINCIPAL
Ditruha Chand Halder College
P.O.-D. Barasat, P.S.-Jaynagar
Dist.-South 24 Parganas


16/01/2020
H.O.D. OF ZOOLOGY
Ditruha Chand Halder College
Dakshin Barasat
South 24 Pgs

32	DIPTADEEP HAZRA
33	RUDRA ROY
34	SOUVIK GAYEN
35	KUSHAL MONDAL
36	ARIJIT GURIA
37	ARIJIT DAS
38	ARJUNAZ KHATUN
39	RAHUL MONDAL
40	SOURAV BERA
41	KESHAB SARDAR
42	RAJDEEP DUTTA
43	CHANDIDAS NASKAR
44	SOUGATA DAS
45	SUCHARIT NATUYA
46	SHASWATI HALDER
47	SWETA GHOSH
48	MADHURIMA DAS


PRINCIPAL
Dhruva Chandra Halder College
P.O.-D. Barasat, P.S.-Jaynagar
Dist.-South 24 Parganas


16/01/2020
H.O.D. OF ZOOLOGY
Dhruva Chandra Halder College
Dakshin Barasat
South 24 Pgs

**ONE DAY WORKSHOP ON COMPUTER BASED COMMON
TECHNIQUES AND METHODS FOR STUDENTS- A SOFT SKILL
LEARNING INITIATIVE ON BASIC KNOWLEDGE OF USE OF MS
WORD, MS EXCEL AND MS POWERPOINT**

DATE: 16.01.2020

AIMS AND OBJECTIVES:

The aims and objectives of this workshop on computer based common techniques was about basic knowledge of use of word, excel and power point. Students could easily understand about word, excel and power point and how it worked in the fields of their own work. They could easily understand the basic differences between word, excel and power point.

DESCRIPTION:

MS office is application software which was developed and published by Microsoft in the year 1990. It was widely used in business and educational sectors through which we can create, view and edit documents, spread sheets, presentation and data entry on database.. Students can work on MS Word as document, letter, application, certificate etc and they can work on MS Excel as accountant, salary chart, billing, mathematical calculations. In MS Powerpoint they can do presentation , text, image,sound, video,animation and in MS Access they can do database, data entry.

OUTCOME:

From this workshop students could clearly understand about Microsoft Word editing and formatting office software to insert table, insert picture, insert table of contents and most important check spelling and grammar. They can create resume, create invoice, type letters, etc. They could also understand that Microsoft Excel is a spreadsheet programme developed by Microsoft to create salary sheet, Attendance sheet and other type of official sheets. It helps in saving a lot of time and analyzing and storing data. They learnt that Microsoft powerpoint is a presentation program to create an attractive presentation to add animation, design and show presentation. PowerPoint creates presentations for seminars, workshops or training, Business, meetings, etc.



PRINCIPAL

Dhruba Chand Halder College
P.O.- D. Barasat, P.S.- Jaynagar
South 24 Parganas. Pin- 743372



HEAD

Dept. of Zoology
Dhruba Chand Halder College
Dakshin Barasat, South 24 Pgs.