

One-Week Workshop on “Computer Literacy – Work Smarter Using MS Office Tools”

The Department of Computer Science and Applications has organized a One-Week Workshop on “Computer Literacy – Work Smarter Using MS Office Tools”. The Commencement of workshop was on 11th September, 2023 till 16th September, 2023 (From Monday to Saturday). The venue was Computers’ Lab and the time was at 01:00 PM to 03:00 PM.

The resource persons, who conducted this workshop, were Prof. Priyanka Bhatia and Prof. Harjot Kaur. The Head of the Department of Computer Science and Applications Prof. Dr. Ajay Dutta delivered the opening speech and addressed the students regarding the usefulness of knowing these tools in different sectors of career field. On first three days, students were taught about MS Excel formulas and different types of functions, creating charts and Google Sheets. On last three days, students increased their knowledge, theoretically as well as practically, about MS Word and other word processing tools. All the basic as well advanced level information have been provided to the students like Proper page setup, alignment, border, tables, diagrams, sorting, find and replace, mail merge, macros etc.

Around 50 students have gained knowledge from this workshop. This workshop was open for students of different streams like PGDCA(first semester), B.A.(first semester), B.Sc.(first semester), 11th and 12th. The feedback of students regarding this workshop was very positive.



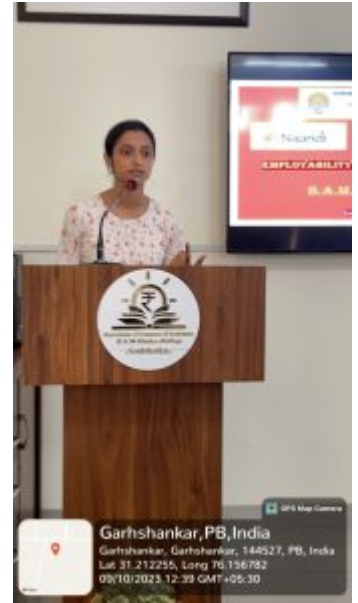


Awareness Lecture on Dengue – Dated 06-10-2023

Under the able guidance of Prof. Kanwar Kulwant Singh (HoD, Department of Commerce & Economics), an Awareness Lecture was conducted on Dengue Fever in relation to Health Care Awareness Campaign '*Har Shukrawar Dengue Te Vaar*'. On this occasion, Mr. Rajesh Kumar, Health Inspector, Civil Hospital, Garhshankar, shared valuable information with the students about the preventive measures and medical treatment in case of dengue fever and how they can protect themselves from this disease by keeping the surroundings clean. After the lecture under the leadership of Dr. Gurpreet Singh and Prof. Gurpreet Singh Kalsi, students were formed into groups and a cleanliness survey regarding dengue was conducted in the entire college for awareness among the students.

Employability and Skills Training Programme (5/09/23 to 10/09/23)











Lakhwinderjeet Kaur, the principal, and T&P officer Dr. Gurpreet Singh formally welcomed Mr. Ravinder Singh, the program's expert trainer in the presence of other faculty members. Principal Madam encouraged pupils to participate actively on the special day of Teachers' Day. The central focus of the session was to provide students with a comprehensive platform for the enhancement of their personalities and employability capabilities. The underlying message conveyed by the speaker was the critical significance of cultivating employability skills in the contemporary landscape. In the face of a highly competitive and demanding society, Mr. Ravinder underscored the pivotal role that communication skills play in achieving success and integration. His discourse extended to unpacking the essential concepts of employability and life skills, elucidating how these competencies can substantially augment students' productivity and bolster their self-esteem. The participants were fortunate to have engaged in a truly enlightening and enriching learning experience that not only broadened their horizons but also equipped them with the tools necessary to navigate the intricacies of the modern world effectively. Overall, the participants had a wonderful learning day.