


Janta College Bakewar, Etawah


Date-28-02-2022

Notice-

All the Non-Teaching staff members of our college are hereby informed that a 7-day computer training is being conducted in the Computer Department from 02-03-2022 to 09-03-2022. Therefore, all the ^{non} teachers are requested to present in the Computer Department for their training from 03:00 to 04:00 P.M.


Prof. (Dr) R.K. Tripathi
Principal
Janta College
Bakewar (Etawah)


CONVENOR-IQAC
JANTA COLLEGE, BAKEWAR
ETAWAH


Dr. Indu Bala Mishra
Co-Ordinator
Department of Computer Science

**One week Faculty Development
Programme (Session-2021-22)**

on

"MICROSOFT EXCEL SKILLS"

Date-02 March 2022 to 09 March 2022, 03:00-04:00 PM



:- Organized by :-

**Computer Department
Janta College Bakewar, Etawah (U.P)**

Dr. Indu Bala Mishra
Convener

Dr. R.K. Tripathi
Principal

A handwritten signature in green ink, likely belonging to the Principal, Dr. R.K. Tripathi.

One week Faculty Development Program on “MICROSOFT EXCEL SKILLS” for Academic Session: 2021-22

One week Faculty Development Program on topic “MICROSOFT EXCEL SKILLS” was organized by Computer Science Department at Janta College Bakewar, Etawah(U.P) for teaching, non-teaching staff and students of college.

This workshop is for the employee who needs to learn the essentials of Microsoft Excel and spreadsheets to create and save workbooks, format text and numbers, select ranges, and move or copy data. Employees will learn to use formulas and basic functions, explore printing options for worksheets, save worksheets as PDF files, and format rows and columns.

This workshop is for the employee who needs to learn the more advanced features of Microsoft Excel and spreadsheets to create and manage large workbooks, lock and hide rows and columns, print large worksheets, and create tables and charts.

Non-Teaching Staff

Date: 02 March to 09 March 2022

Timing: 03:00PM-4:00 PM

Venue: Computer Department, Janta College Bake war

Name of Trainers.-

Mr. Ajay Kumar Sharma

Mr. Ashwani Kumar Mishra


Mr. Pawan Kumar Saxena

No. of participants- 36



Encl. - List of Participants-

S.NO.	Name
1.	SRI KOMAL SINGH
2.	SRI RAM DAS VERMA
3.	SRI ARVIND KUMAR CHAUDARY
4.	SRI VINAY KUMAR SHUKLA
5.	SRI KULDEEP AWASTHI
6.	SRI PAWAN KUMAR SAXENA
7.	SRI SUBODH KUMAR SHUKLA
8.	SRI SHIV MOHAN AGNIHOTRI
9.	SRI DEVESH KUMAR
10.	SRI SWATANTRA KUMAR
11.	SRI RAJ KUMAR VERMA
12.	SRI POORAN SINGH
13.	SRI AMAR SINGH
14.	SRI ABINASH CHANDRA TIWARI
15.	MOHAMMAD RASHID
16.	SRI RAMESH CHANDRA
17.	SRI ASHWANI DIXIT
18.	SRI ANUJ KUMAR
19.	SRI RAJ KUMAR
20.	SRI SHAIENDRA KUMAR I
21.	SRI SHAIENDRA KUMAR II
22.	SMT SEETA DEVI
23.	SRI MANOJ KUMAR I
24.	SRI MANOJ KUMAR II
25.	SRI RAJEEV KUMAR PATHAK
26.	SRI GAJENDRA SINGH
27.	SRI SUNEEL SHUKLA
28.	SRI FOOL SINGH
29.	SRI SHIV KUMAR
30.	SRI SANTOSH KUMAR
31.	SRI JAYVEER SINGH
32.	SRI RITESH KUMAR
33.	SRI RUSTUM BABU
34.	SRI PANKAJ DUBEY
35.	SRI MANOJ KUMAR DIXIT
36.	SRI RISHI RAJ



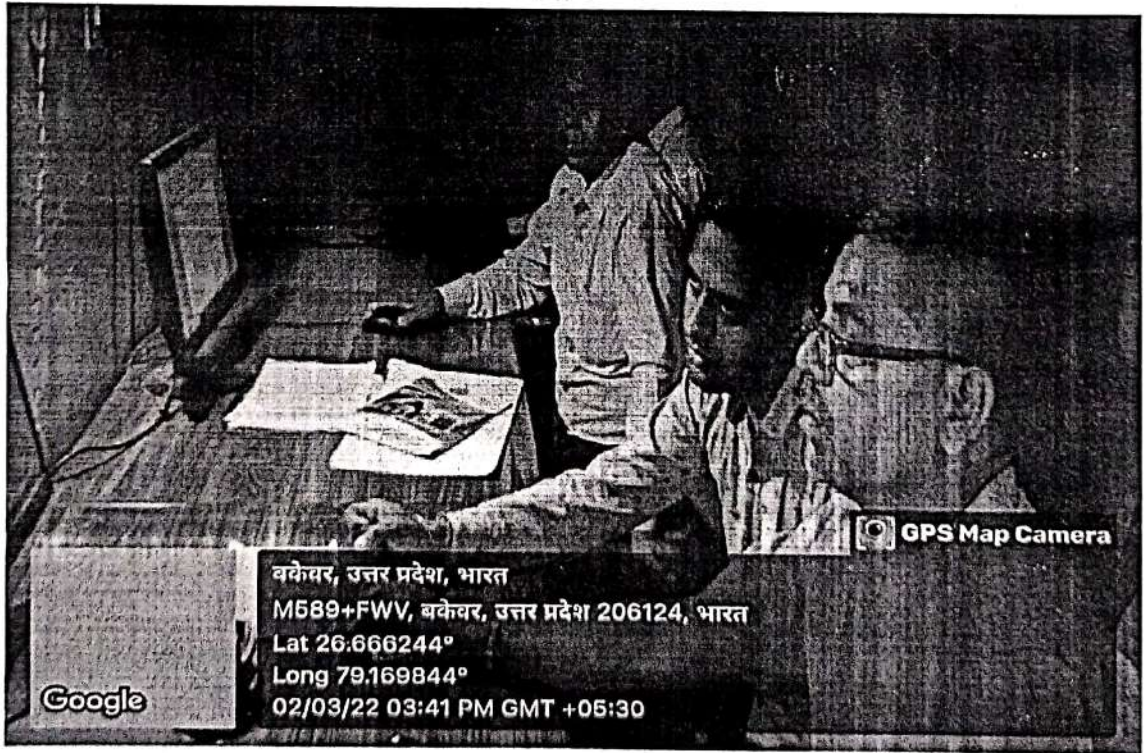


Photo- One week Faculty Development Program on "MICROSOFT EXCEL SKILLS" for Academic Session: 2021-22