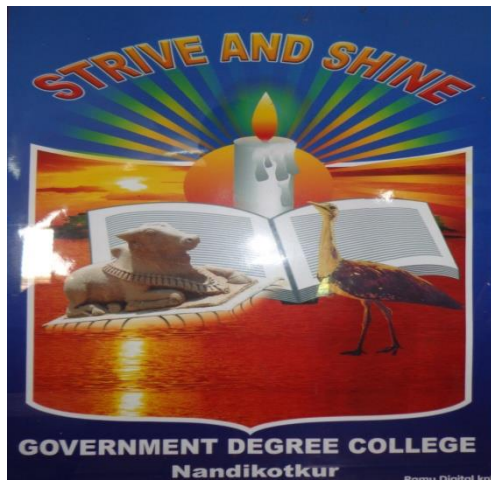


Government Degree College, Nandikotkur



ADD-ON CERTIFICATE COURSE **BASIC COMPUTER SKILLS**

BROCHURE & BANNER

About the Course In the digital era the elementary computer skills are essential in the present job market. The learning helps to the stakeholders in a big way. The basic computer skills will provide an understanding of the most popular, current technologies used at home and in the workplace. You will become computer literate in this hands-on way while you learn to access documents, emails and use the Internet effectively. Objectives This course trains students how to use MS Office applications in office work such as creating professional-quality documents, organizing information digitally and effectively. Activities Jobs highly require fundamental computer to perform well for that particular job. With computer skills there are several opportunities mentioned below: 1. Data Entry Operator 2. Computer Operator 3. Work from Home data entry 4. Receptionist at offices 5. Office Assistant	Organizing Committee Chief Patron Dr. R. Suneetha, M.Sc, M.Phil, Ph.D Principal, Govt. Degree College, Nandikotkur, AP. Patron Dr. Y. Rajasekhara, M.A, M.Phil, Ph.D Lecturer in English (Regular), Vice-Principal Govt. Degree College, Nandikotkur, AP. IQAC Coordinator Dr. P. Hussain Basha, M.Com, M.Phil, B.Ed., Ph.D Lecturer in Commerce (Regular), Govt. Degree College, Nandikotkur, A.P. Academic Committee Convener & Resource Person Mrs. T. Jhansi Rani, M.Tech, (Ph.D), Lecturer in Computer Science (Regular), Govt. Degree College, Nandikotkur, A.P. For Registration Visit: Govt. Degree College, Nandikotkur, AP. Contact: 7893339659, 9490435525, 9100378951	 Government Degree College Nandikotkur, Andhra Pradesh Presents a Certificate Course On “Basic Computer Skills” NO FEE Including: MS-Office  Venue: Govt. Degree College, Nandikotkur, AP Note: This Course is mandatory for all the Non-computer group Students.
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Benefited Students Lists

SNO	NAME	STATUS
1	N.Sabitha	House Wife
2.	T.Usha Rani	House Wife
3	S.Shakun	BA(CA) I YEAR
4	B.Nirmala	B.COM(CA) I YEAR
5	Devipriya	B.COM(CA) I YEAR
6	Jakeer	B.SC(BZC) I YEAR
7	Kedar	B.SC(BZC) I YEAR
8	S.Poojitha	BA(CA) I YEAR
9	B.Mounika	B.COM(CA) I YEAR
10	K.Radhika	Intermediate
11	Abbas	Intermediate
12	K.Pujitha	Intermediate

PHOTOGRAPHS OF CLASSES





BASIC COMPUTER SKILLS

ASSESMENT OF THE STUDENTS

The assesment is done by conducting practical performance of the students in the computer based assesment.The students are given grades based on their performance.

PERFORMANCE	GRADE
EXCELLENT	A+
GOOD	A
AVERAGE	B
TO BE IMPROVED	C

SNO	NAME	GRADE
1	N.Sabitha	A+
2.	T.Usha Rani	A
3	S.Shakun	A
4	B.Nirmala	A
5	Devipriya	A
6	Jakeer	A
7	Kedar	A
8	S.Poojitha	A
9	B.Mounika	A
10	K Radhika	C
11	K.Pujitha	B
12	Abbas	B



GOVERNMENT DEGREE COLLEGE, NANDIKOTKUR

Title Of The Activity: B.C.S certificate course completion

Chief Guest (Or) Resource Person: smt T. Thansi Rani

DATE & TIME: 27-11-2021

S.No	Name of the Student	Year/Group	Signature
1	B. Mounika	I B.com(CA)	B. Mounika
2	K. Radhika	I B.com(CA)	K. Radhika
3	Devipriya	I B.com(CA)	Devipriya
4	Kedhar	T. B.2C	Kedhar
5	B. Nirmala	I B.Com CA	B. Nirmala
6	Jakeer	I B.sc (BZC)	Jakeer
7.	S. Shakun	T. B.A(CA)	S. Shakun
8	Poojitha	I BA(CA)	poojitha
9	T. Usharani	House wife	T. Usharani
10.	N. Sabitha	Housewife	N. Sabitha
11.	Abbas	Intermediate	Abbas
12	K. Poojitha	Intermediate	Poojitha

Deeksh
PRINCIPAL
Govt. Degree College
NANDIKOTKUR-518401
Kurnool (Dist.) A.P.

Thansi Rani
Signature of the Co-ordinator /Convener
Department of Computer Sciences
GOVT DEGREE COLLEGE
Nandikotkur

COURSE COMPLETION CERTIFICATES



GOVERNMENT DEGREE COLLEGE NANDIKOTKUR, KURNOOL DIST- AP



Course Completion Certificate

On

BASIC COMPUTER SKILLS



*This is to certify that **Mr. S. Jakeer** of **I Year B.Sc (BZC)** has completed the 45 hours certificate course during **24-09-2021 to 27-11-2021** on **Basic Computer Skills** and secured **A** grade.*

Convener & Resource Person

Smt. T. Jhansi Rani

Lect. in Computer Science

Chief Patron

Dr. R. Suneetha

Principal



**GOVERNMENT DEGREE COLLEGE
NANDIKOTKUR, KURNOOL DIST- AP**



Course Completion Certificate
On
BASIC COMPUTER SKILLS

*This is to certify that **Mr. K. Kedar** of I Year B.Sc (BZC) has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured A grade.*

Convener & Resource Person
Smt. T. Jhansi Rani
Lect. in Computer Science

Chief Patron
Dr. R. Suneetha
Principal



**GOVERNMENT DEGREE COLLEGE
NANDIKOTKUR, KURNOOL DIST- AP**



Course Completion Certificate
On
BASIC COMPUTER SKILLS

*This is to certify that Ms. S. Mounika of I year B. Com(C.A) has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured A grade.*

Convener & Resource Person

Smt. T. Jhansi Rani
Lect. in Computer Science

Chief Patron
Dr. R. Suneetha
Principal



GOVERNMENT DEGREE COLLEGE NANDIKOTKUR, KURNOOL DIST- AP



Course Completion Certificate On **BASIC COMPUTER SKILLS**

*This is to certify that Ms. P. Nirmala of I year B. Com(C.A) has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured A grade.*

Convener & Resource Person

Smt.T. Jhansi Rani

Lect. in Computer Science

Chief Patron

Dr. R. Suneetha

Principal



**GOVERNMENT DEGREE COLLEGE
NANDIKOTKUR, KURNOOL DIST- AP**



Course Completion Certificate

On

BASIC COMPUTER SKILLS



*This is to certify that Ms. Poojitha, I Year B.A(CA), GDC Nandikotkur has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured A grade.*

Convener & Resource Person

Smt. T. Jhansi Rani

Lect. in Computer Science

Chief Patron

Dr. R. Suneetha

Principal



GOVERNMENT DEGREE COLLEGE NANDIKOTKUR, KURNOOL DIST- AP



Course Completion Certificate On **BASIC COMPUTER SKILLS**

*This is to certify that Ms. K. Radhika of I year B. Com (C.A) has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured C grade.*

Convener & Resource Person

Smt. T. Jhansi Rani

Lect. in Computer Science

Chief Patron

Dr. R. Suneetha

Principal



**GOVERNMENT DEGREE COLLEGE
NANDIKOTKUR, KURNOOL DIST- AP**



Course Completion Certificate
On
BASIC COMPUTER SKILLS

*This is to certify that Mrs. N. Sabitha has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured **A+** grade.*

Convener & Resource Person
Smt. T. Jhansi Rani
Lect. in Computer Science

Chief Patron
Dr. R. Suneetha
Principal



**GOVERNMENT DEGREE COLLEGE
NANDIKOTKUR, KURNOOL DIST- AP**



Course Completion Certificate
On
BASIC COMPUTER SKILLS

*This is to certify that Ms. S. Shekun of I year B. A (C.A) has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured A grade.*

Convener & Resource Person

Smt. T. Jhansi Rani

Lect. in Computer Science

Chief Patron

Dr. R. Suneetha

Principal



**GOVERNMENT DEGREE COLLEGE
NANDIKOTKUR, KURNOOL DIST- AP**



Course Completion Certificate
On
BASIC COMPUTER SKILLS

*This is to certify that Mrs. T. Usha Rani, House Wife, Nandikotkur has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured A grade.*

Convener & Resource Person
Smt. T. Jhansi Rani
Lect. in Computer Science

Chief Patron
Dr. R. Suneetha
Principal



**GOVERNMENT DEGREE COLLEGE
NANDIKOTKUR, KURNOOL DIST- AP**

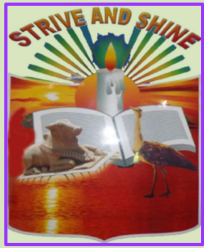


Course Completion Certificate
On
BASIC COMPUTER SKILLS

*This is to certify that **Ms. C. Devi Priya** of I year B. Com (C.A) has completed the 45 hours certificate course during 24-09-2021 to 27-11-2021 on **Basic Computer Skills** and secured **A** grade.*

Convener & Resource Person
Smt. T. Jhansi Rani
Lect. in Computer Science

Chief Patron
Dr. R. Suneetha
Principal



GOVERNMENT DEGREE COLLEGE NANDIKOTKUR, KURNOOL DIST- AP



Course Completion Certificate

On

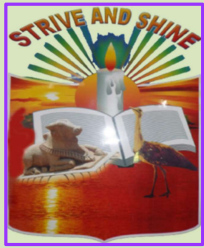
BASIC COMPUTER SKILLS



*This is to certify that **Mr. Abbas, Intermediate, Nandikotkur** has completed the 45 hours certificate course during **24-09-2021 to 27-11-2021** on **Basic Computer Skills** and secured **B** grade.*

Convener & Resource Person
Smt. T. Ihansi Rani

Chief Patron
Dr. R. Suneetha



GOVERNMENT DEGREE COLLEGE
NANDIKOTKUR, KURNOOL DIST- AP



Course Completion Certificate

On

BASIC COMPUTER SKILLS



*This is to certify that **Ms.K.Pujitha** , Intermediate, Nandikotkur has completed the 45 hours certificate course during **24-09-2021 to 27-11-2021** on **Basic Computer Skills** and secured **B** grade.*

Convener & Resource Person
Smt.T. Ihansi Rani

Chief Patron
Dr. R. Suneetha