CHANDRAKANTI RAMAWATI DEVI ARYA MAHILA P.G. COLLEGE, GORAKHPUR

(AFFILIATED TO D.D.U. GORAKHPUR, UNIVERSITY, GORAKHPUR)

SESSION 2021-22
VALUE ADDED COURSE
(Course On Computer Concept)

COURSE CODE-CC02202

Course Duration 3 Month (80 hours)

CHANDRAKANTI RAMAWATI DEVI ARYA MAHILA P.G. COLLEGE

चन्द्रकान्ति रमावती देवी आर्य महिला पी.जी. कालेज

(Accredited by NAAC)

दीवान बाजार, गोरखपुर (उत्तर प्रदेश)

Mobile No-+91-9076651662Mail ID- crdpgcollege.gkp@gmail.com

Address: New Colony,Dewan Bazar Gorakhpur -273001

NAME OF COURSE- Course on Computer Concept

Course Code :- CCCC2202

Course Type:-VALUE ADDED COURSE

MODE OF CLASS- ONLINE , ZOOM

Course Objectives

This course is designed to aim at imparting a basic level IT Literacy programme for the common man. This programme has essentially been conceived with an idea of giving an opportunity to the common man to attain computer literacy thereby contributing to increased and speedy PC penetration in different walks of life. After completing the course the incumbent should be able to the use the computer for basic purposes of preparing his personnel/business letters, viewing information on internet (the web), receiving and sending mails, preparing his business presentations, preparing small databases etc.

Time Table and Faulty Details	
Monday to Friday	**Faulty Details:-**
Timing – 02:20 PM	Mrs Anjali Shukla
Place – Computer Lab	Mr Shankar Thapa
Theory- Mon,Tues,Wed **Practical-**Thurs, Fri, Sat	

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Address: New Colony,Dewan Bazar Gorakhpur -273001

To,
The Principal
ChandrakantiRamavatiDevi AryaMahila P.G.College

Subject – In Reference tothe Approvalof value Addedcourse inSkill of Power point Presentation

Respected Madam,

It is Requested that the Department of Computer of the college wants to conduct a 3 Month (80 hours)Certificate course on the subject of **course in Course on Computer concept on 07-01-022 to17-02-22**

Therefore, you are requested to please approvethis course.

Thank you

In charge
Department of Computer Application