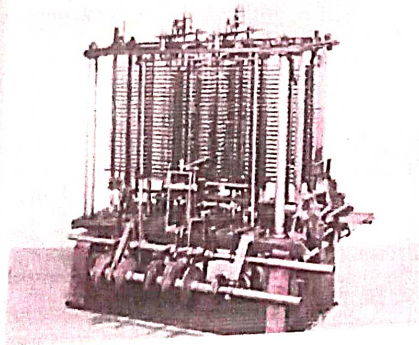


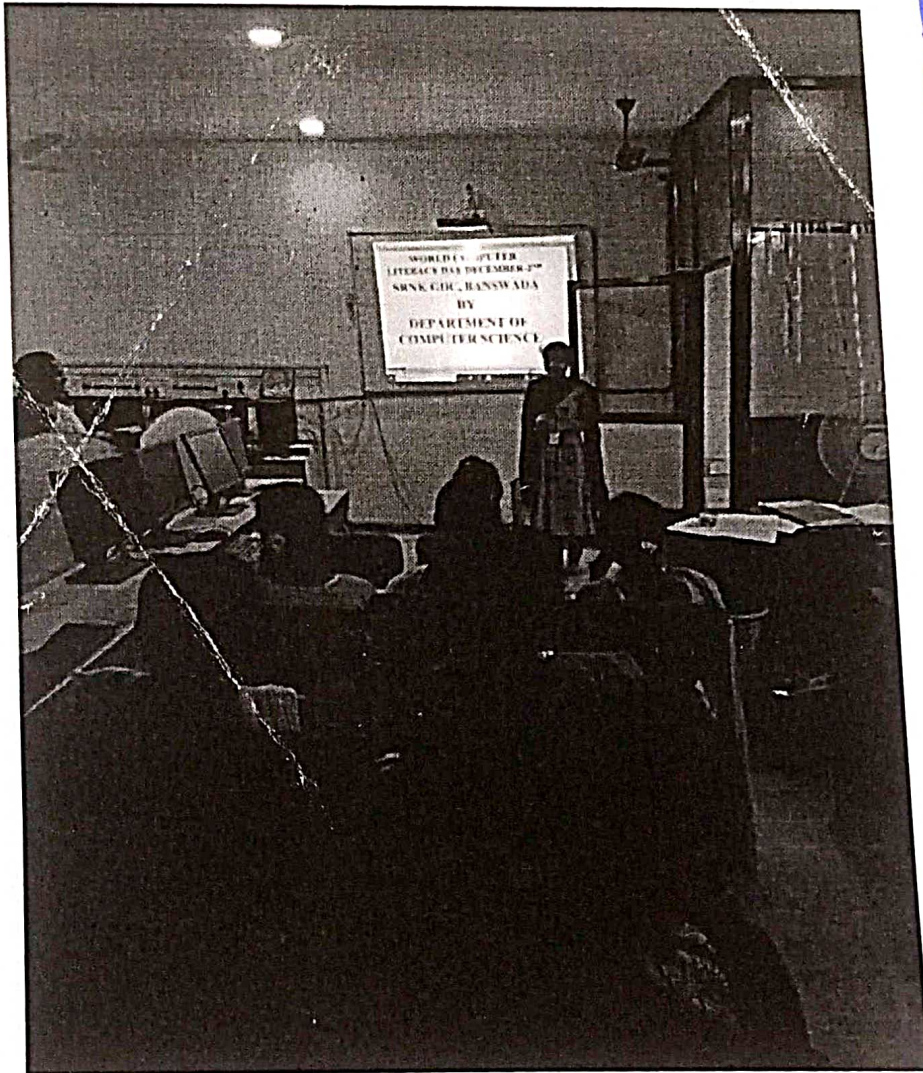
COMPUTER LITERACY DAY DECEMBER 2ND

Charles Babbage

(December 26, 1791 – October 18, 1871)

**Inventor & Founder
of Computers**





COMPUTERS DAY

CELEBRATIONS



COMPUTERS DAY CELEBRATIONS

Certification course
By department of computers

Basic computer application

(B.C.A)

Level: Introducing certificate course

Eligibility: 10+2

Fee: Free of cost

Duration: 30 days

Syllabus: Office Automation Tools

Inauguration: By principal and staff

Course synopsis:

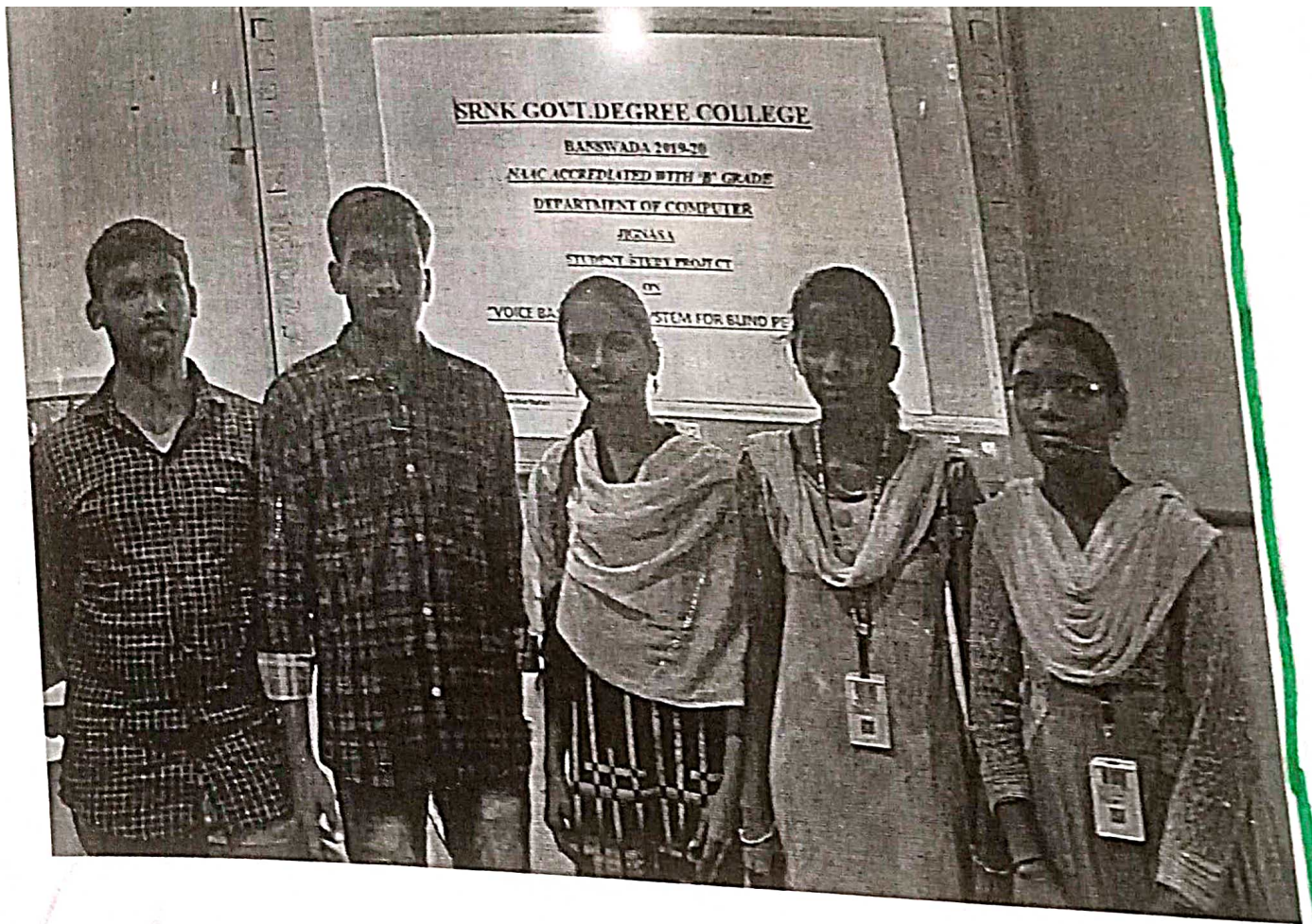
Introduction to computers,

Ms-word: explanation of each menu, page set up, printing pages ect.

MS-excel: formulas, charts, selecting sheet ect.

Ms-Power point: creating slide, animating slides, designing ect.

Evaluations: Giving knowledge to students
regarding various office automation tools.



PROJECT PREPARATION
BY B.Sc FINAL YEAR
STUDENTS