

**GOVERNMENT DEGREE COLLEGE, BHUPALPALLY**  
(RUSA NEW MODEL DEGREE COLLEGE)

JAYASHANKAR BHUPALPALLY DIST., T.S - 506169

(Affiliated to Kakatiya University)

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**Dr. Syam Prasad Sura**  
Principal (FAC)

Mobile: 9849944485

**NOTICE**

Dt. 11-02-20'

All the teaching staff are informed that IQAC is going to conduct a meeting for organizing one day Faculty training Program on "BASIC COMPUTER SKILLS" in Principal chamber.

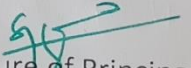
All are requested to attend by 2.00 pm on 12-02-20'.

Resource Person: Sri. A. Devender

Time : 2:00-4:00 p.m.

Date : 12-02-20'

  
Signature of IQAC Coordinator

  
Signature of Principal  
**PRINCIPAL**  
Govt. Degree College, Bhupalpally  
Dist: Jayashankar Bhupalpally-506169



## MINUTES OF MEETING

Dt. 12-02-20'

One Day Faculty Training Program has been organized by IQAC on "Basic Computer Skills" in association with Computer Science Department. The Resource Person explained about various aspects of computer skills that are required for operating system by providing hands on experience for both teaching and non teaching faculty.

The Principal hosted the program and the following staff members participated in the program.

Signatures of Staff

*[Signature]*

*[Signature]*

*[Signature]*

P. Srinivas

A. Sridhar

*[Signature]*

*[Signature]*

T. Spandana

*[Signature]*

*[Signature]*

*[Signature]*

*[Signature]*

PRINCIPAL

Govt. Degree College, Bhupalpally  
Dist: Jayashankar Bhupalpally-502 100



## BROCHURE

ONE DAY FACULTY TRAINING PROGRAM

ON

BASIC COMPUTER SKILLS

BY

IQAC & ACADEMIC CELL



Resource Person : Sri A. Devendar

Lecturer in Computer Science

Venue: Virtual Room

Date: 12-02-20

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**Dr. Syam Prasad Sura, Principal (FAC)**

Mobile:

9849944485

### Report

#### One Day Faculty Training Program on Basic Computer Skills

Date: 12-02-2020

Resource person: Sri A. Devendhar

Lecturer in Computer Science


**Objective:** To train the faculty on Basic Computer Skills.

**Brief Description of the Program:** IQAC in association with Computer Science Department has conducted one day workshop on "Basic Computer skills" for the Teaching and Non-teaching faculty for keeping the faculty updated with latest technology. The Principal Dr. S. Syam Prasad presided over the program. The Resource Person Sri A. Devendhar explained about various aspects of computer skills that are required for operating system by providing hands on experience. He also addressed the tools that are required for office staff. The program was closed with vote of thanks by Sri. T. Sreedhar, Lecturer in English.

**Number of Participants:** The number of participants in this program are 11.

Dr. S.  
(IQAC)



  
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One day Faculty Training Program on Basic Computer Skills Dt. 12-02-23'





## Attendance Sheet

Name of the Activity: One-day Faculty Training Program on Basic Computer Skills

Date: 12-02-2020

Time : 2:00-4:00 p.m.

List of Participants:

S.No.	Name of the participant	Designation	Signature
1	Dr. P. Gowri	Asst. Prof. in Zoology	
2	Smt. E. Kavitha	Asst. Prof. in Physics	
3	Smt. Md. Ruxana	Asst. Prof. in Commerce	
4	Sri P. Srinivas	Contract Lecturer in Economics	P. Srinivas
5	Smt. A. Sridevi	Contract Lecturer in commerce	A. Sridevi
6	Smt. M. Hymavathi	Contract Lecturer in History	M. Hymavathi
7	Smt. Manekka	Contract Lecturer in Chemistry	Manekka
8	Sri. T. Sreedhar	Contract Lecturer in English	T. Sreedhar
9	Sri. A. Devendhar	Guest Lecturer in Computer Science	A. Devendhar
10	Sri. Mogalalah	Guest Lecturer in Political Science	Mogalalah
11.	Smt. T. Spandhana	Record Assistant	T. Spandhana



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