

Date: 10-01-2019

Principal has convened a meeting in his office with the Department of Computer Science, regarding the introducing a Certificate course in "Basic Computer Skills" for academic year 2018-19. It is resolved in the meeting.

Objectives of the Course

- * To know the Basic knowledge of Computer, Hardware and software
- * To know the Desktop applications and Usage of the applications.
- * To develop the skills to operate on Microsoft office applications like MS-Word, MS-Excel, MS-Powerpoint.
- * To know the idea about internet and E-mail services.

Course Module

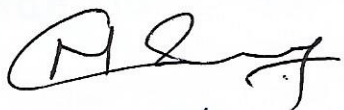
- * Computer Fundamentals
- * Computer Memory
- * Input and Output Devices
- * Hardware and Software

- * Number system in Computer
- * Application Softwares
- * MS-Word
- * MS-Excel
- * MS-Powerpoint
- * Internet and E-mail services.

This Certificate Course Unanimously approved by the Academic Council.

Members Present

1. K. Nagasimha reddy
Lect. in Computer


Convenor/Coordinator

2. R. Arunkumar
Lect in English


Member

3. Ch. Sreshailam
Lect in History


Member



Principal
Govt Degree College
Narayanpet

List of Students Who Participated in Certificate Course "Basic Computer Skill"

S.No	H.T. Numbers	Student Name	Class	Sign
1.	6020-16-445-525	N. Lavanya	BZC-III	Lavanya.
2.	6020-16-445-501	A. Venkat	"	A Venkat
3.	6020-16-445-510	Ch. Meena	"	ch.meena
4.	6020-16-445-517	G. Vikram	"	G. Vikram
5.	6020-17-129-513	N. Prem Kumar	B.A-II	Prem Kumar
6.	6020-17-129-514	P. Satyanarayana	"	P. Satya..
7.	6020-17-129-506	D. Sameena Begum	"	Sameena Begum
8.	6020-16-401-501	R. Dinesh	B.Com-III	Dinesh
9.	6020-16-401-513	K. Vijay Kumar	"	K. Vijay Kumar
10.	6020-16-401-516	K. Srikanth	"	K. Srikanth
11.	6020-16-441-514	K. Anjali	MPC-III	Anjali
12.	6020-16-441-516	K. Shivakumar	"	K. Shivakumar
13.	6020-16-441-530	M. Prathyusha	"	m. Prathyusha
14.	6020-17-441-514	T. Manik	MPC-II	Manik.
15.	6020-16-441-525	P. Mounika	"	P. Mounika
16.	6020-18-468-008	M. Shivarandini	MPCS-I	M. Shivarandini

S.No	H.T Number	Student Name	Class	Sign
17.	6020-18-405-002	R. Nikitha	B.Com-I	R. Nikitha
18.	6020-18-468-002	B. Dileep kumar	MPCS-I	B. Dileep kumar
19.	6020-18-468-009	P. Ajay Reddy	MPCS-I	P. Ajay Reddy
20	6020-18-468-014	V. Samila	MPCS-I	V. Samila



GOVT. DEGREE COLLEGE



NARAYANKHED, DIST: SANGAREDDY

DEPARTMENT OF COMPUTER SCIENCE

A CERTIFICATE COURSE IN BASIC COMPUTER SKILLS

CERTIFICATE

This is to certify that Mr. / Ms. P. SATHYANARAYANA, a student of

BA - II during the year 2018-19 has successfully completed

"A CERTIFICATE COURSE IN BASIC COMPUTER SKILLS" held at this college from 17/1/2019 to 8/3/2019.

Program Coordinator

K. NARSIMHA REDDY
GDC, NARAYANKHED

Principal

M. GANAPATHI
GDC, NARAYANKHED