Dayanand Science College, Latur.
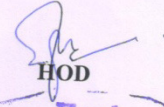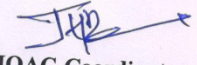## Department of Computer Science
Events organized during the Academic year 2019-20

(Conference/Workshop/Symposium/Seminar/Guest Lecture/Special Day Celebration/open day/Exhibition/welcome function/ farewell function/Sport activates /NSS activities/ NCC activities/ Portfolio activities etc.)

1. Name of the Department   : Computer Science
2. Complete name/ title of the Activity : "Handling Techniques of Office Automation"
3. Dates or Duration (from------to)   : 20 -25 June 2019
4. Venue of the Event   : Computer Lab & Digital Class Room
5. Sponsor/Collaborations (if any)   : College
6. Level of the event (encircle)   : College

   International / National / State / University / District / College / Department etc.

7. Purpose / aim / objective and outcome of the event:
   ➤ To give the theory as well as practical knowledge about handling techniques of Office Automation for non-teaching staff.

8. Beneficiaries / participants (Type/number, etc.):
   ➤ 23 Non-teaching Staff members

9. Other major staff / student / Institution involved in the organization of the activity:
   ➤ Resource Person : Dr. R.B. Shinde, Mrs. Jaju S.A., Miss. Kale S.V., Miss. Patil S.D.

   Dayanand Science College, Latur
   ➤ Comp. Sci. Staff

10. Any other information / comment / qualitative remarks:

11. Photographs (with captions) submitted (number) :
    ➤ 02

12. Evidence produced (Certificate, letters, newspaper cuttings etc.)
    ➤ Certificate,

13. Name and Signature of Coordinator: Mrs. Jaju S.A.

HOD

Head
Department of Physics, Ele. & Comp Sci.
Dayanand Science College, Latur

IQAC-Coordinator

IQAC - Coordinator
Dayanand Science College,
Latur, M.S. (INDIA)
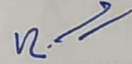
Principal

PRINCIPAL
Dayanand Science College
LATUR

Activities of Department / College during the year -2019-20

Dayanand Science College Latur
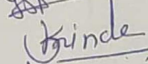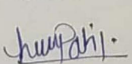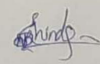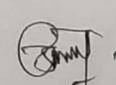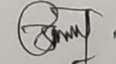
Department of Computer Science

Notice

All the staff members of Computer Science are here by informed that department of computer science organizing computer literacy program with concept "Handling techniques of office Automation " for non-teaching staff of the college from 20th June 2019 to 25th June 2019 at 10:30 AM to 12:30 PM in computer lab. It is mandatory to all the faculty members to be present & smoothly conduct the workshop as per given schedule.

Co-ordinator

Principal

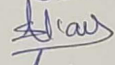| Name	sign
1) Jaju S.A	
2) shinde R.B	shinde
3) kale S.V.	
4) Sugare M.B.	
5) kulkarni V.G.	
6) Patil S.D.	
7) shinde N.R.	shinde
8) Dr. R.B.	
8) kutwad A.G.	
9) kulkarni S.S	

Dayanand Science College Latur
Department of Computer Science
5 days workshop On
Computer Literacy Program
with concept
"Handling techniques of office Automation"
Attendance Report

Name of Lecturer: Dr. R. B. Shinde, Ms. S. A. Jaju
Subject: Handling Ms Word
Date: 20/06/2019   Time: 10: to 12:30

Sr. No	Name	Signature	Remark
1	S. C. Sarje		
2	B. B. Chitte		
3	B. B. Jangam.		
4	R. P. Birle		
5	S. A. Garje.		
6	Banji H. Yampuke		
7	S. K. Suryawanshi		
8	M. R. Malse		
9	L. B. Shinde		
10	Joshi. L. B.		
11	Samgave G. A.		
12	Suryawanshi. S.		
13	Yuvati Shikah Jamalodin		
14	Suryawanshi. M. R		
15	Bajpai P. B		
16	Salgar R. J.		
17	Nagatak S. N.		
18	Pawar R. S.		
19	N. G. Patoie		
20	R. R. Jadhav		
21	Thakur. T. S		
22	Sakhare K. S.		
23	Malse. M. R		
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Shinde
Dr. R. B. Shinde
Ms. S. A. Jaju

Dayanand Science College Latur

Department of Computer Science

5 days workshop On

Computer Literacy Program

with concept
"Handling techniques of office Automation"
Attendance Report

Name of Lecturer: Dr. R. B. Shinde
Subject: MS. Word & Handling MS. Excel
Date: 21)6)19

In
Time: 10: to 12:30   out

Sr. No	Name	Signature	Remark
1	Halse S. V		
2	Chitte B.B.		
3	Samgave G. A.		
4	Yampure Balaji H.	B.	
5	Bajpai P. B.		
6	S. B Rakshe	Semi	
7	Suryawanshi M. R	Sury	Sury
8	S. C. Same		
9	R. S. Pawar		
10	S. N. Nagtilak		
11	Thakur. T. S.	Thaur	
12	Garje. S. A.	Garje	Garje
13	S. K. Suryavanshi		
14	D. G. Patoir		
15	Sartape. K. S.		
16	Bajpai N. B		
17	Mane R. S		
18	R. R. Jaither	Jaither	
19	S. M. Suryawanshi		
20	Shikalh H.J		
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Dr. R. B. Shinde

Dayanand Science College Latur
Department of Computer Science
5 days workshop On
Computer Literacy Program
with concept
"Handling techniques of office Automation "
Attendance Report

Name of Lecturer: Dr. R. B. Shinde

Subject: Handling MS. Excel

Date: 2216119   Time: 10: to 12:30

Sr. No	Name	Signature	Remark
1	Shri B.B. Chitte	Chy	Chit
2	Shri S.C. Gadje.	82	
3	Suryawanshi. S.M	Santosh	
4	Pawar R.S.	Dewy	Dewy
5	Samgawe Govind Adinath	sangay	
6	Shinde L.B.	Shin	
7	Joshi L.B.	Jos	Jos
8	Mane R.S.	Sausmt	Sousm
9	Balaji H. Yampure	B.Y	
10	S.B. Rakshe	fmil	
11	Thakur T.S.	Thau	
12	Jangam. B.B	BB	
13	Nagtilak S.N	S	
14	BANBHERU R.R.	Rahu	
15	Maige. M.R	Banalk	Banalk
16	Saftape K.S.	188	
17	Birk R.P.	zsu	zu
18	Suryawanshi S.K	84	
19	Halse S.V	Dla	Dla
20	Suryawanshi M.R	Suny	Suny
21	Basfai N.B.	NB	
22	R.R. Jadhav	Judher	Judher
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Shinde

Dr. R. B. Shinde

Dayanand Science College Latur
Department of Computer Science
5 days workshop On
Computer Literacy Program
with concept
"Handling techniques of office Automation"
Attendance Report

Name of Lecturer: Patil S.D.

Subject: Microsoft Power Point

Time: 10: to 12:30

Date: 24-06-2019

Sr. No	Name	Signature	Remark
1	B.B. Chitte		
2	Sangave Govind Adinath		
3	Harde S.V		
4	Sartape K.S.		
5	Banbhexu R.R.	Rahul	Rahul
6	Suryawanshi M.R	Suny	Suny
7	Jangam. R.R		
8	Nagtirak S.N		
9	Pande. S.M.		
10	Sarje S.C.		
11	Malge. M.R		
12	Birale -R.R		
13	Pawar R.S.		
14	Yimpure B.H.		
15	Fadher R.R.		
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Patil S.D.

Dayanand Science College Latur

Department of Computer Science

5 days workshop On

Computer Literacy Program

with concept

"Handling techniques of office Automation "

Attendance Report

Name of Lecturer: Miss. Kale S.V.

Subject: Internet & its uses

Date: 25|6|19   Time: 10: to 12:30

Sr. No	Name	Signature	Remark
1	Shri B.B. Chitte		
2	Sangave Govind Adinath		
3	Shelly K.S.		
4	Birle R.P		
5	Gaji. S.A.		
6	Bahbheru Dr R.R.		
7	Nagtilak S.N		
8	Pawar R.S.		
9	Mane R.S.		
10	Suryawanshi M.R		
11	BHALERAO N.D		
12	Jadhav B.B		
13	Bajpai N.B		
14	Thakur. T.S.		
15	Halse S.V		
16	Jadhav 12.19		
17	Shivach HJ		
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Miss. Kale s.v.

Presenting Lecture

Certificate Distribution

Fdp on Handling Techniques of office automation

Presenting Lecture

Certificate Distribution for Nonteaching staff