



# **Dayanand Science College, Latur, Maharashtra, India**

## **Department of Computer Science**

**ATR**

**Developing Digital Literacy among Non-Teaching Staff  
(24 June, 2025 - 28 June, 2025)**

**By**

**Dr. R. B. Shinde**

**Head, Department of Computer Science  
Dayanand Science College, Latur,  
Maharashtra, India.**

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## Event Name: Developing Digital Literacy among Non-Teaching Staff

Sr. No	Title	Information
1.	Name of Department	Computer Science
2.	Title of Event	Developing Digital Literacy among Non-Teaching Staff
3.	Date or Duration	24 June, 2025 To 28 June, 2025
4.	Venue of the Event	Computer Lab
5.	Sponsor/ Collaboration	Computer Science Department
6.	Level of Event	Department
7.	Aims/Objectives of the Event	To support the college strategies goals by ensuring that all staff members have the necessary digital skill to contribute the institution success.
8.	Beneficiaries/ Participants	All Non-Teaching Staff
9.	Number of Participants	Non-Teaching staff & Teachers: 60+15=75
10.	Name of Chief Guest, Speakers	HOD of Computer Dept. Dr. R. B. Shinde and Computer Dept. Coordinator Dr. S. A. Jaju
11.	Name of Coordinator	Mr. V. A. Pawar
12.	Photographs	Attached
13.	Evidence Produced	<ul style="list-style-type: none"> <li>• Photography</li> <li>• Attendance</li> <li>• News</li> </ul>
14.	Outcomes of the Event	A training on digital literacy for non-teaching staff can have a big influence on both individual skills and the efficacy of the institution.
15.	Any other information	-----

## Background

It is essential for non-teaching staff to possess the necessary digital skill to effectively perform their roles & contribute to the institution overall success. The increasing reliance on technology in higher education institution has created a need for non-teaching staff to develop skills in area such as digital communication & collaboration tools, data management & analysis, emerging technologies & trends.

Digital Literacy workshop was successfully held in duration 24<sup>th</sup> June, 2025 to 28<sup>th</sup> June, 2025 which is organized by Department of Computer Science, Dayanand Science College, Latur for nonteaching Staff. The Course was attended by a total of 60 non-Teaching staff and 15 Teaching staff.

## The proposed results were:

Getting the knowledge about computer literacy for Non-Teaching Staff.

## Participants

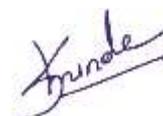
The 60 Non-Teaching and Teaching Staff is present for 5 day workshop

## Inauguration and Plenary Presentations

Inauguration is done by Principal Dr. S. S. Bellale

## Outcomes of workshop

Enhance the digital literacy skills of non-teaching staff enabling them to effectively use technology to perform their job responsibilities.



**Dr. R. B. Shinde**  
Head, Dept. of Computer Science



Head  
Department of Computer Science  
Dayanand Science College, Latur

**IQAC Letter**

Date: 21/06/2025

To,  
The IQAC Coordinator,  
Dayanand Science College,  
Latur.

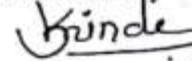
Subject: - Seeking Permission to Organize **"Digital Literacy Program"**

Respected Sir,

Department of Computer Science, organizing of computer literacy program for **"Developing Digital literacy among non-teaching staff"** from **24<sup>th</sup> june 2025 to 28<sup>th</sup> june 2025** at **10:00 AM to 2:00PM**. This program aims to enhance the non-teaching staff's knowledge regarding computers office applications so kindly permit. Computer Science Department for taking this event.

Thanking You.

Yours Faithfully

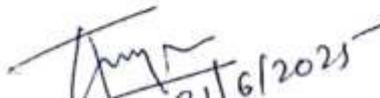


HOD

Department of Computer Science  
Head

Department of Computer Science  
Dayanand Science College, Latur

Permit by



21/6/2025  
IQAC Coordinator  
Dayanand Science College  
Latur, M.S. (INDIA)



Principal

I/C Principal  
Dayanand Science College  
Latur



**Notice**

**Dayanand Science College, Latur  
Department of Computer Science**

**Date: 20/06/2025**

**Notice**

All the **Non-Teaching Staff** members are hereby informed that department of Computer Science is organizing **Computer Literacy Program** with concept of **“Developing Digital Literacy among Non-Teaching staff”** for Non-Teaching Staff of the College from **24<sup>th</sup> June, 2025 to 28<sup>th</sup> June, 2025** at **11: am to 02:00 pm** in **Computer laboratory**. It is mandatory to all the Non-Teaching faculty members to be present and attend the workshop as per given schedule. **On successful completion of this workshop certificate will be provided to participants in 28<sup>th</sup> June, 2025.**

  
**Coordinator**

  
**Hod  
Head**  
Department of Computer Science  
Dayanand Science College, Latur

  
**Principal**  
I/C Principal  
Dayanand Science College  
Latur



Notice

दयानंद विज्ञान महाविद्यालय, लातूर  
संगणकशास्त्र विभाग  
सुचना

21/06/2025

दयानंद विज्ञान महाविद्यालयातील सर्व शिक्षकेतर कर्मचाऱ्यांना कळविण्यात येते की, संगणकशास्त्र विभागातर्फे महाविद्यालयातील शिक्षकेतर कर्मचाऱ्यांसाठी "शिक्षकेतर कर्मचाऱ्यांमध्ये डिजिटल साक्षरता विकसित करणे" या संकल्पनेसह संगणक साक्षरता कार्यक्रमाचे आयोजन करण्यात येत आहे. 24 जून, 2025 ते 28 जून, 2025 सकाळी 11:00 ते दुपारी 02:00 संगणक प्रयोगशाळेत सर्व शिक्षकेतर कर्मचाऱ्यांनी दिलेल्या वेळापत्रकानुसार कार्यशाळेला उपस्थित राहणे बंधनकारक आहे. ही कार्यशाळा यशस्वीरित्या पूर्ण केल्यावर 28 जून 2025 मध्ये सहभागींना प्रमाणपत्र प्रदान केले जाईल.

  
समन्वयक

  
विभागप्रमुख  
Head  
Department of Computer Science  
Dayanand Science College, Latur

  
प्राचार्य  
I/C Principal  
Dayanand Science College  
Latur



## Inauguration Flyer

**DAYANAND EDUCATION SOCIETY'S**  
**DAYANAND SCIENCE COLLEGE, LATUR**  
UGC-CPE, DST-FIST, NAAC "A+" GRADE, BEST COLLEGE AWARD-2014  
**DEPARTMENT OF COMPUTER SCIENCE**  
Organised 5 days Workshop on  
**"Developing Digital Literacy Among Non-Teaching Staff "**  
from 24/06/2025 to 28/06/2025

# INAUGURATION FUNCTION

**TOPICS COVERED**

- ENGLISH COMMUNICATION
- MS WORD & MS EXCEL
- DEVELOPING SOFT SKILLS
- E-MAIL WRITING

**Mr. V. A. Pawar**  
(Program Co-ordinator)  
DSC, Latur

**Dr. S. A. Jaju**  
(Co-ordinator)  
DSC, Latur

**Dr.R. B. Shinde**  
(Head of Department)  
DSC, Latur

**President**  
**Dr. S. S. Bellale**  
I/C Principal,  
DSC, Latur

**Duration : 24th June 2025 To 28th June 2025 Time : 11:00 pm to 02:00 pm Venue : Comp. Lab**



**Inauguration Agenda**

**Dayanand Education Society's  
DAYANAND SCIENCE COLLEGE, LATUR  
Computer Literacy Program  
"Developing Digital Literacy among Non-Teaching Staff".**

**AGENDA**

**Date-24<sup>th</sup> June 2025      Time- 11:00 am to 02:00 pm**

**Venue: Computer Lab II, Computer Science Department**

**1) Welcome**

**2) Guest of Honor**

**a) President – Dr S. S. Bellale  
(Principal)**

**b) Presence – i) Shri. N. D. Bhalerao  
(OS)**

**ii) Shri. B. G. Kamble  
(Jr.Steno)**

**iii) Dr. R. B. Shinde  
(HOD Department of Computer Science)**

**iv) Dr. S. A. Juju  
(Coordinator Department of Computer Science)**

**c) Introductory Speech – Dr. R. B. Shinde**

**d) Presidential Speech – Dr S. S. Bellale**

**e) Anchoring – S. K. Joshi**

**f) Vote of Thanks – V. A. Pawar**



## Inauguration Attendance

Dayanand Science College, Latur  
Department of Computer Science  
Computer Literacy program on "Developing Digital Literacy among Non-Teaching Staff"

### INAUGURATION ATTENDANCE

Date:

Day:

Sr. No.	Name of Student	Signature
1	सुधीर मार	
2	मि. डी. विला	
3	Miss. Shinde A. V.	
4	Miss. Ekhye P.M.	
5	मि. डी. विला	
6	Patil P.S	
7	Halse S.V	
8	मि. डी. विला	
9	Ashika Dalise	
10	Sangave Govind Adinath	
11	Shinde K.B.	
12	M.M. Mungale	
13	Malgemahaling Ramling	
14	Khalidkare S.A.	
15	Nagtiak S.N	
16	Jangam R.H.	
17	Joshi L.B.	
18	Birk R.P.	
19	Patole H.C	
20	Suryawanshi MR	
21	M. Mali. SK	
22	Basrai N.B.	
23	Sarge S.C.	
24	Bhalerao N.D.	
25	Suryawanshi S.M.	
26	Chitte B.B.	
27	A.S. Deshpande	
28	D.M. Rathod	
29	M. S. A. A. A.	
30	V.K. Torfe	
31	P. Chate	
32	P.F. Hippasale	

**Timetable**

**DAYANAND SCIENCE COLLEGE, LATUR  
DEPARTMENT OF COMPUTER SCIENCE**

<b>Developing Digital Literacy among Non-Teaching Staff</b>			
<b>Timetable</b>			
<b>Duration : 24th June,2025 to 28th June,2025</b>			
<b>Time : 10:00 A.M TO 01:00 P.M</b>			
<b>Sr. No.</b>	<b>Topic Covered</b>	<b>Conducted by</b>	<b>Date &amp; Time</b>
1	1) What is communication and it's types	A. M. Borade	24/06/2025 & 25/06/2025 12:00 pm to 02:00 pm
	2) What is Digital literacy and it's uses in day today life		
	3) Email writing		
	4) English Communication		
2	MS Word	D. R. Dadge	26/06/2025 11:00 am to 02:00 pm
3	MS Excel	S. K. Joshi	27/06/2025 11:00 am to
4	MS Excel	V. G. Kulkarni	28/06/2025 11:00 am to 02:00 pm

*Kunde*

**HOD**

*J. J. Joshi*

**PRINCIPAL**  
I/C Principal  
Dayanand Science College  
Latur



**Workshop Attendance**

Dayanand Science College, Latur  
 Department of Computer Science  
 Computer Literacy program on "Developing Digital Literacy among Non-Teaching Staff"

**INAUGURATION ATTENDANCE**

Date:

Day:

Sr. No.	Name of Student	Signature
1	श्रीवती शिरडे	
2	(M. U. K. Shinde)	
3	Miss. Shinde A. C.	
4	Miss. Ekurke P. M.	
5	Patil P. S.	
6	Halse S. V.	
7	Atkari S. M.	
8	Ajinkya Dalise	
9	Sangave Govind Adinuth	
10	Shinde K. B.	
11	M. M. Mungale	
12	Malgemahaling Pamling	
13	Khalidkumar S. A.	
14	Nagarkar S. N.	
15	Jangam B. K.	
16	Joshi L. B.	
17	Birke R. P.	
18	Patil H. C.	
19	Suryawanshi M. R.	
20	M. Mali. S. K.	
21	Barpai N. B.	
22	Sarje S. C.	
23	Bhalerao N. D.	
24	Suryawanshi S. M.	
25	Chitte B. B.	
26	A. S. Deshpande	
27	D. M. Rathod	
28	(M. U. K. Shinde)	
29	V. K. Tarfe	
30	P. L. Chate	
31	P. R. Hippalane	
32		



## ATTENDANCE

Date: 24/06/25

Day: TUESDAY

Sr. No.	Name of Student	Signature
1	D.M. Rathod	[Signature]
2	B.B. Chitke	[Signature]
3	N.D. Bhalekar	[Signature]
4	P.S. Patil	[Signature]
5	Miss. Shinde A.W.	[Signature]
6	Basrai N.B.	[Signature]
7	Halse s.v	[Signature]
8	Bire. R. P	[Signature]
9	Mali S.G.	[Signature]
10	Jingam. B. B	[Signature]
11	यश आर यादव	[Signature]
12	Sangare M.A.	[Signature]
13	nalge. m.e	[Signature]
14	Suryawanshi M.R	[Signature]
15	Joshi L.B.	[Signature]
16	Amkya A.D	[Signature]
17	S.S. Sadhar	[Signature]
18	मिर्जा (MIR)	[Signature]
19	Patole - H.C	[Signature]
20	व.श.क. गिरी.	[Signature]
21	S.A. Khondkura.	[Signature]
22	Shinde K.B.	[Signature]
23	m.m. mangale	[Signature]
24	SIN Nagtlik	[Signature]
25	A.S. Basrai	[Signature]
26	V.K. Torle	[Signature]
27	S.C. Sawje	[Signature]
28	R.V. Panchal	[Signature]
29	S.M. Perde.	[Signature]
30	Suryawanshi. S.M.	[Signature]
31	Yarpure. Anandji' H.	[Signature]
32	APS Nalgekar S.S.	[Signature]



Dayanand Science College, Latur  
 Department of Computer Science  
 Computer Literacy program on "Developing Digital Literacy among Non-Teaching Staff"

Date: 25-05-2025.

Day: Wednesday

Sr. No.	Name of Student	Signature
1	Bhalasa N. D.	
2	Jandhal R. V.	
3	Sarje S. C.	
4	Suryawanshi. S. M.	
5	Toshi L. B.	
6	Malge Mahaling Ramling	
7	Rathod. D. M.	
8	Khaludikars S. A.	
9	Nampure Balaraji H.	
10	Nagtilax S. N.	
11	M. M. Mungale	
12	Shinde K. B.	
13	Sangave G. A.	
14	Atinnya Dalise	
15	Subham Randarphale	
16	Mali S. K.	
17	Suryawanshi M. R.	
18	S. S. Jadhav	
19	S. R. P.	
20	Patil P. S.	
21	Chitre B. B.	
22	B. Basrai N. B.	
23	Borjari A. S.	
24	P. G. D. S. M.	
25	APRIL WITOT	
26	APRIL WITOT	
27	Hipparical P. R.	
28	Ganwad M. D.	
29		
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Dayanand Science College, Latur  
Department of Computer Science

Computer Literacy program on "Developing Digital Literacy among Non-Teaching Staff"

Date: 26-06-2025.

Day: Thursday

Sr. No.	Name of Student	Signature
1	Miss. Shivali A. W.	Shivali
2	Mali S.K.	Mali
3	MSD 9012	MSD
4	S. S. Jadhav	S. S. Jadhav
5	Suryawanshi - MR	Suryawanshi
6	Joshi L.B.	Joshi
7	Molge. M.R.	Molge
8	Sangave G.A.	Sangave
9	Basrai N.B.	Basrai
10	Shubham Khandraohale	Shubham
11	M. M. Pungale	M. M. Pungale
12	Nagtilak S.N.	Nagtilak
13	Phule K.B.	Phule
14	Kalunke A.S.	Kalunke
15	Khuyaliker S.A.	Khuyaliker
16	Patil P.S.	Patil
17	Atkollu S. M.	Atkollu
18	Vampure Bakaji	Vampure
19	Shah Kishor	Shah
20	Bhalasao N.D.	Bhalasao
21	Suryawanshi. S.M.	Suryawanshi
22	Kathod. D.M.	Kathod
23	Asinkya A.D.	Asinkya
24	Rajpale A.S.	Rajpale
25	Chitte B.B.	Chitte
26	APNSGUR S.S.	APNSGUR
27	Parde. S.M.	Parde
28	Hipparkar P.R.	Hipparkar
29	Sawje S.C.	Sawje
30	Gairawat M.D.	Gairawat
31		
32		

Mrs. D.R. Dadge  
Name of the Teacher

Dipali  
Signature



Dayanand Science College, Latur  
 Department of Computer Science  
 Computer Literacy program on "Developing Digital Literacy among Non-Teaching Staff"

Date: 27-06-2025

Day: Friday

Sr. No.	Name of Student	Signature
1	B.B. Chate	B. Chate
2	Vampure B. B. B. H.	B. B. B. H.
3	Miss. Shinde N. W.	N. W. Shinde
4	Kalunke N. S.	N. S. Kalunke
5	Sangave G. A.	G. A. Sangave
6	Malgat M. R.	M. R. Malgat
7	Shubham Kundarapole	Shubham Kundarapole
8	Nalvi S. K.	S. K. Nalvi
9	Rathod D. M.	D. M. Rathod
10	Khadolkar S. A.	S. A. Khadolkar
11	Suryawanshi M. R.	M. R. Suryawanshi
12	Shinde S. C. K.	S. C. K. Shinde
13	Patole H. C.	H. C. Patole
14	Nagarkar S. N.	S. N. Nagarkar
15	Ajinkya Dalve	Ajinkya Dalve
16	Shinde K. B.	K. B. Shinde
17	Bajpai N. B.	N. B. Bajpai
18	Bajpai A. S.	A. S. Bajpai
19	Sesga S. C.	S. C. Sesga
20	Bhalerao N. D.	N. D. Bhalerao
21	M. M. Mungle	M. M. Mungle
22	Gaikwad M. D.	M. D. Gaikwad
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Name of the Teacher  
 M.K. S. K. Joshi

Signature

Joshi  
 27/6/25



Dayanand Science College, Latur  
Department of Computer Science

Computer Literacy program on "Developing Digital Literacy among Non-Teaching Staff"

Date: 28/06/2025 / Saturday

Day: 28/06/25

Sr. No.	Name of Student	Signature
1	S. C. Saje	[Signature]
2	P. S. Patil	[Signature]
3	A. S. Baidar	[Signature]
4	Shubham Kanderphale	[Signature]
5	Nigtilak S.N	[Signature]
6	Sangave G. A.	[Signature]
7	Bhadres N.D.	[Signature]
8	Suryawarshi M.R	[Signature]
9	Atinika Dalise	[Signature]
10	Kheludias S.A.	[Signature]
11	Kalwanke H.S	[Signature]
12	M. M. Mangale	[Signature]
13	Barpai M.B.	[Signature]
14	Shinde K.B.	[Signature]
15	Rathod D.M.	[Signature]
16	Gaikwad M.D.	[Signature]
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Mr. V. G. Kulkarni  
Name of the Teacher

[Signature]  
Signature



**Valedictory Flyer**

DAYANAND EDUCATION SOCIETY'S

**DAYANAND SCIENCE COLLEGE, LATUR**

UGC-CPE,DST-FIST,NAAC "A+"GRADE,BEST COLLEGE AWARD-2014

DEPARTMENT OF COMPUTER SCIENCE

Organised 5 Days Workshop on

**“Developing Digital Literacy Among Non Teaching Staff”**

**VALEDICTORY FUNCTION**

<b>Dr. A. S. Jaju</b>	<b>Dr. R. B. Shinde</b>	<b>Dr. J. A. Angulwar</b>	<b>Dr. S. S. Bellale</b>
Coordinator	HOD Dept.of CS	(IQAC Co-ordinator )	I/C Principal
DCS,Latur	DCS,Latur	DCS,Latur	DSC,Latur

**Date: 5th September 2025    Time : 10:00 AM    Venue : [ Seminar Hall]**



## Valedictory Agenda

**Dayanand Education Society's**  
**DAYANAND SCIENCE COLLEGE, LATUR**  
**Computer Literacy Program**  
**"Developing Digital Literacy among Non-Teaching Staff".**  
**AGENDA**

**Date-28th June 2025**  
**Time- 04:00 pm**  
**Venue: Seminar Hall, DSCL**

**1) Guest of Honor**  
**a) President Dr S. S. Bellale**  
**(I/C Principal)**  
**Dayanand Science College, Latur**

**b) Introductory Speech - Dr. R. B. Shinde**  
**(HOD of Computer Science Department) (Dayanand Science College, Latur)**

**c) Certificate Distribution**  
**d) Presidential Talk**  
**e) Vote of Thanks – Mr. V.A.Pawar**  
**f) Anchoring- Mr. S. K. Joshi**  
**g) National Anthem**



## Certificate Distribution List

Dayanand Science College, Latur  
Senior College Grantable Non-Teaching-2025

Sr. No.	Name of the Employees	Designation	Mobile No.	Signature
1	Shri. N.D. Bhalerao	OS	9834889901	
2	Shri. B.G. Kamble	Jr. Steno	9765320527	
3	Shri. S.B. Satpute	Sr. Clerk	8007620886	
4	Shri. S.S. Birajdar	Sr. Clerk	9823600314	
5	Shri. S.R. Tandle	Jr. Clerk	9421519523	
6	Shri. S.S. Khadbade	Jr. Clerk	9423347494	
7	Shri. V.A. Naikwade	Jr. Clerk	7875425121	
8	Shri. D.M. Rathod	Jr. Clerk	8007794271	
9	Miss. S.V. Halse	Lab. Atten	9421195216	
10	Shri. B.B. Chitte	Lab. Assist.	9420870304	
11	Shri. L.B. Joshi	Lab. Assist.	7262047521	
12	Shri. M.R. Malge	Lab. Assist.	9881684213	
13	Shri. S.C. Sarje	Lab. Assist.	9960115606	
14	Shri. S.M. Surywanshi	Lab. Assist.	9881614946	
15	Miss. P.S. Patil	Lab. Assist.	8668915419	
16	Shri. K.P. Jadhav	Lab. Assist.	9765134005	
17	Shri. V.K. Tarfe	Lab. Assist.	8329042158	
18	Shri. R.V. Salgar	Lab. Atten	9730631806	
19	Shri. K.S. Sartape	Lab. Atten	9922177877	
20	Shri. B.B. Jangam	Lab. Atten	9890266284	
21	Shri. N.B. Bajpai	Lab. Atten	9421380144	
22	Shri. N.D. Bhalerao	Lab. Atten	9850386405	
23	Shri. L.B. Shinde	Lab. Atten	9325491813	
24	Shri. A.S. Bajpai	Lab. Atten	9604021123	
25	Shri. S.M. Pande	Lab. Atten	9420828520	
26	Shri. R.P. Birle	Lab. Atten	9028844968	
27	Shri. A.M. Madne	Lab. Atten	8308229946	
28	Shri. K.B. Shinde	Lab. Atten	8888223472	
29	Shri. R.V. Panchal	Lab. Atten	9960549608	
30	Shri. S. K. Mali	Lab. Atten	9011104202	
31	Shri. M.R. Suryawanshi	Lab. Atten	9767935125	
32	Shri. P. B. Bajpai	Lab. Atten	7028074489	
33	Shri. S.N. Nagtilak	Lab. Atten	9604058396	
34	Shri. N.S. Kalunke	Lab. Atten	9561181811	



Dayanand Science College, Latur  
Senior College Non-Grant Non-Teaching-2025

Sr.	Name of the Employees	Designation	Mobile No.	Signature
1	Shri. M.S. Shaikh	Jr. Clerk	9049166700	
2	Shri. S.S. Jagtap	Comp. Oper.	9890598789	
3	Shri. D.T. Mali	Comp. Oper.	9822644741	
4	Shri. S.A. Garje	Comp. Oper.	8108377889	
5	Miss. P.R. Hipparkar	Lab-Assist.	7498060961	
6	Miss. M.M. Yampure	Lab-Assist.	9699568512	
7	Shri. A.B. Yampale	Lab-Assist.	7709470911	
8	Shri. T.M. Gaikwad	Lab-Assist.	7057345310	
9	Miss. Gaikwad M.D	Lab-Assist.	9146738122	
10	Shri. S.B. Rakshe	Peon	7276282214	
11	Shri. R.V. Madne	Peon	9765659990	
12	Shri. A.C. Kshirsagar	Peon	8605246940	
13	Shri.G.A. Sangave	Peon	9766553561	
14	Shri. S.S. Bhalke	Peon	9421507728	
15	Shri. S.S. Kale	Peon	9552013880	
16	Miss. A.W. Shinde	Peon	8308377487	
17	Shri. K.V. Kamble	Peon	9665704689	
18	Shri. S.S. Suryawanshi	Peon	8446802881	
19	Smt. S.R. Pawar	Peon	9403539725	
20	Shri. H.C. Patole	Peon	9503067002	
21	Shri. T.M. Kale	Peon	7620824150	
22	Shri. M.M. Mungale	Peon	8446714073	
23	Miss. A.R. Admane	Peon	7028203193	
24	Miss. P.M. Ekurke	Enquiry Desk	9834217615	

25 Logle Maroti Nagnath

26 Karsad Akash Ganeshwar

27) Radha Vaidya

28) D.R. Raut

9307358820  
8459652651

Radhavaidya 9921618841

7263030277

I/c Principal  
I/C Principal  
Dayanand Science College  
Latur



Dayanand Science College, Latur  
Junior College Non-Grant Non-Teaching-2025

Sr No	Name of the Employes	Designation	Mobile No.	Signature
1	Shri R.S. Bhadke	Comp. Oper	9881662653	
2	Shri. A.S. Hake	Comp. Oper	8180090299	
3	Shri. A.P. Lahure	Comp. Oper	8830030960	
4	Shri. D.N. Mahavarkar	Comp. Oper	7773979766	
5	Shri. N.D. Dudhabhate	Asst. Cordl.	9096958004	
6	Shri. G.S. Kulkarni	Comp. Oper	8956381287	
7	Shri. V.A. Shaikh	Comp. Oper	9112115497	
8	Shri. S.C. Nagde	Comp. Oper	8698213556	
9	Shri. R.H. Salunke	Comp. Oper	9561615681	
10	Shri. D.B. Purohit	Comp. Oper	7498145469	
11	Shri. R.B. Lahoti	Jr. Clerk	8830868552	
12	Shri. S.A. Pavate	Jr. Clerk	7666912617	
13	Sow. S.S. Jadhav	Jr. Clerk	9464813260	
14	Sow. S.L. Tondare	Jr. Clerk	8275599901	
15	Shri. S.J. Indani	Jr. Clerk	9607172382	
16	Shri. V.D. Samukhrao	Lab-Assi.	8600510996	
17	Shri. P.U. Khubba	Peon	7264824390	
18	Shri. R.M. Bhalke	Peon	7741996602	
19	Shri.P.K. Kotmale	Peon	9545051110	
20	Shri. H.J. Shaikh	Peon	9960516074	
21	Shri. M.G. Masalge	Peon	9730590761	
22	Shri. N.A. Nadgire	Peon	9028845006	
23	Shri. S.A.Gade	Peon	9028819072	
24	Shri. S.V. Kamble	Peon	7410171049	
25	Shri. B.B. Bachate	Peon	9766616153	
26	Shri. L.U.Sawant	Peon	7066919990	
27	Shri. R.R. Kale	Peon	8329464231	
28	Miss. S.T. Mane	Peon	8767186877	
29	Shri. B.K. Bokade	Peon	9373457789	
30	Miss. L.P. Tripathi	Peon	8381073357	
31	Shri. S.B. Kesale	Peon	7350170120	
32	Miss. P.A. Landge	Peon	8483029110	
33	Shri.V.S. Baile	Peon	9403159914	

TQR



35	Shri. D.G. Patole	Lab. Atten	9604467313	
36	Shri. R.R. Bhanbheru	Lab. Atten	9923902390	
37	Shri. S.A. Khandkure	Lab. Atten	9860600652	<i>[Signature]</i>
38	Shri. N.R. Baheti	Lab. Atten	9890002488	
39	Shri. D.S. Parikh	Lab. Atten	9822496064	<i>[Signature]</i>
40	Shri. D.S. Devkar	Lab. Atten	9960999958	<i>[Signature]</i>
41	Shri. S. G. Navandar	Lab. Atten	9503030021	<i>[Signature]</i>
42	Shri. K.S. Phulmali	Lab. Atten	9922239885	
43	Shri. S.D. Mali	Lab. Atten	9970705498	
44	Shri. S.S. Apsingekar	Lab. Atten	9922222937	<i>[Signature]</i>
45	Shri. B. T. Kshirsagar	Lab. Atten	9922930293	<i>[Signature]</i>
46	Shri. R. S. Dhavare	Lab. Atten	7709191145	
47	Shri. S.M. Munde	Lab. Atten	9175339738	
48	Shri. S.B. Rakshe	Lab. Atten	9765963201	<i>[Signature]</i>
49	Shri. A. B. Admane	Peon	8087295121	<i>[Signature]</i>
50	Shri. B. G. Pitale	Peon	9860725916	<i>[Signature]</i>
51	Shri. B. L. Chougule	Peon	9689413477	<i>[Signature]</i>
52	Miss. Sharma A.J.	Peon	9405413354	
53	Shri. B.H. Yampure	Peon	9404270042	

*[Signature]*  
I/c Principal

I/c Principal  
Dayanand Science College  
Latur



**Certificate**





**Event Photos**







## दयानंद विज्ञान महाविद्यालयात संगणकशास्त्र विभागातर्फे शिक्षकेत्तर कर्मचाऱ्यांसाठी पाच दिवसीय डिजिटल साक्षरता शिबिर

लातूर : येथील दयानंद शिक्षण संस्था संचलित, दयानंद विज्ञान महाविद्यालयातील संगणकशास्त्र विभागाच्या वतीने शिक्षकेत्तर कर्मचाऱ्यांसाठी पाच दिवसीय डिजिटल साक्षरता शिबिर दि. २४ ते २८ जून २०२५ या कालावधीत आयोजित करण्यात आलेले होते. महाविद्यालयाचे प्र. प्राचार्य डॉ. सिद्धेश्वर बेड्ढाळे व संगणकशास्त्र विभाग प्रमुख डॉ. रोहिणी शिंदे यांच्या मार्गदर्शनाखाली शिबिर यशस्वीरित्या पार पडले. या शिबिराचे समन्वयक प्रा. व्ही. ए. पवार तर सह-समन्वयक म्हणून डॉ. एस. ए. जाजू यांनी विशेष परिश्रम घेतले. तसेच पदव्युत्तर समन्वयक प्रा. एस. व्ही.

काळे यांचेही सहकार्य लाभले.

या शिबिरासाठी साधन व्यक्ती म्हणून प्रा. एस. के. जोशी, प्रा. डी. आर. दाडगे, प्रा. ए. एम. बोराडे व प्रा. व्ही. जी. कुलकर्णी यांनी मार्गदर्शन केले. पाच दिवसांच्या या उपक्रमात शिक्षकेत्तर कर्मचाऱ्यांना संगणकाचे मूलभूत ज्ञान, एमएस वर्ड, एआय पावर्ड एमएस एक्सेल, तसेच कम्युनिकेशन स्किल, ई-मेल रायटिंग, लेटर रायटिंग यासारख्या व्यक्तिमत्त्व विकासाशी निगडित विषयांवर प्रशिक्षण देण्यात आले. याशिवाय डिजिटल कामकाजाची सुलभता, इंटरनेट व ई-मेलचा प्रभावी वापर आणि सायबर सुरक्षा

या बाबींवरही मार्गदर्शन झाले. सदरील शिबिराचा प्रमाणपत्र वितरण सोहळा दि. ०९ सप्टेंबर २०२५ रोजी पार पडला. या कार्यक्रमाचे सूत्रसंचालन प्रा. सुमित जोशी यांनी केले. याप्रसंगी महाविद्यालयाचे प्र. प्राचार्य डॉ. एस. एस. बेड्ढाळे, आयक्यूएसी समन्वयक डॉ. जे. ए. अंगुलवार, भौतिकशास्त्र विभागप्रमुख कॅम्टन डॉ. व्ही. ए. चौधरी तसेच रसायनशास्त्र विभागातील डॉ. एस. एस. माहूरकर उपस्थित होते. याशिवाय संगणकशास्त्र विभागातील सर्व प्राध्यापकांनीही सहभाग नोंदवला. कार्यक्रमाच्या शेवटी वैभवी माडोकर यांनी आभार प्रदर्शन केले.



## ॐ सकाळ

### दयानंद महाविद्यालयात डिजिटल साक्षरता शिबिर

लातूर : दयानंद विज्ञान महाविद्यालयातील संगणकशास्त्र विभागाच्या वतीने शिक्षकेतर कर्मचाऱ्यांसाठी पाच दिवसीय डिजिटल साक्षरता शिबिर घेण्यात आले. या शिबिराचा प्रमाणपत्र वितरण सोहळा मंगळवारी (ता. ९) घेण्यात आला. यावेळी प्रभारी प्राचार्य डॉ. सिद्धेश्वर बेल्लाळे, संगणकशास्त्र विभाग प्रमुख डॉ. रोहिणी शिंदे यांच्या मार्गदर्शनाखाली शिबिर पार पडले. या शिबिराचे समन्वयक प्रा. व्ही.ए. पवार, डॉ. एस.ए. जाजू, प्रा. एस.व्ही. काळे, डॉ. जे.ए. अंगुलवार, डॉ. व्ही.ए. चौधरी, डॉ. एस.एस. माहूरकर उपस्थित होते. यात प्रा.एस.के. जोशी, प्रा.डी.आर. दाडगे, प्रा. ए.एम. बोराडे व प्रा. व्ही.जी. कुलकर्णी यांनी मार्गदर्शन केले. पाच दिवसांच्या या उपक्रमात शिक्षकेतर कर्मचाऱ्यांना संगणकाचे मूलभूत ज्ञान, एमएस वर्ड, एआय पावर्ड एमएस एक्सेल, कम्युनिकेशन स्किल, ई-मेल रायटिंग, लेटर रायटिंग यासारख्या व्यक्तिमत्त्व विकासाशी निगडित विषयांवर प्रशिक्षण देण्यात आले. याशिवाय डिजिटल कामकाजाची सुलभता, इंटरनेट व ई-मेलचा प्रभावी वापर आणि सायबर सुरक्षा या बाबींवरही मार्गदर्शन करण्यात आले. प्रा. सुमीत जोशी यांनी सूत्रसंचालन केले. वैभवी माडीकर यांनी आभार प्रदर्शन मानले.

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14/09/2025 Page No. 2



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**Dayanand Education Society's  
Dayanand Science College, Latur  
Department of Computer Science**

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**Report  
on  
Developing Digital Literacy among Non-Teaching Staff**

A Five-Day workshop on “**Developing Digital Literacy among Non-Teaching Staff**” organized by the Department of Computer Science was conducted from **24 June, 2025 to 28 June, 2025**. The **Inauguration Function** of the Five-Day Digital Literacy Program was held on **24 June, 2025**. The President of the program was the Principal of the college **Dr. S. S. Bellale**. **Dr. R. B. Shinde**, Head of the Department of Computer Science, Co-ordinator **Dr. S. A. Jaju** and **Mr. V. A. Pawar**, Program Coordinator, were present for the inauguration. The introductory speech was delivered by **Dr. R. B. Shinde**, Head of the Computer Science Department. The anchoring for the inauguration function was done by **Prof. Vaibhav Kulkarni**. After the successful completion of the inauguration session, the vote of thanks was proposed by Program Coordinator **Mr. V. A. Pawar**. The objective of the workshop was to provide both basic and advanced knowledge of digital tools and computer skills essential for daily official work.

**The program covered the following topics:**

- Communication and Types
- Digital Literacy
- Email Writing
- MS Word
- MS Excel
- Using MS Excel with AI and Formulas with AI
- Advanced Excel

The faculty members from the Computer Science Department served as resource persons throughout the five-day program.

**Session Details –**

- **Day 1:** *Mrs. A. M. Borade* conducted sessions on **Communication and its Types, Digital Literacy, and Email Writing**, along with interactive practical activities.
- **Day 2:** *Mrs. D. R. Dadge* taught **MS Word**, providing hands-on training to the non-teaching staff.



Dayanand Science College, Latur (M.S.)

Department of Computer Science

- **Day 3:** Mr. S. K. Joshi conducted an in-depth session on **MS Excel**, focusing on **using Excel with AI tools**, and teaching **AI-based formulas and automation**.
- **Day 4:** Mr. V. G. Kulkarni delivered sessions on **Advanced Excel**, including data handling, charts, advanced formulas, and practical usage for office work.
- **Day 5:** Revision, practical exercises, and a **test** were conducted based on all workshop topics to assess the learning outcomes of the participants.

### Valedictory Function

The **Valedictory Function** of the workshop was held on **28 June 2025**. The President of the function was **Dr. R. B. Shinde**, Head of the Department of Computer Science. **Dr. S. A. Jaju** (Coordinator, Department of Computer Science), **O.S. N. D. Bhalerao**, and **Jr. Steno B. G. Kamble** were also present. The introductory speech for the valedictory function was delivered by **Dr. R. B. Shinde**. **Participation Certificates** were awarded to all non-teaching staff members, and **Appreciation Certificates** were given to the teaching faculty of the Computer Science Department. The anchoring of the valedictory function was done by **Mrs. A. M. Borade**. The program concluded with a vote of thanks delivered by **Program Coordinator Mr. V. A. Pawar**. All teaching and non-teaching staff members of the college were present for the valedictory function, marking the successful completion of the Five-Day Digital Literacy Workshop.

Coordinator

HOD

Department of Comp. Sci.

Head  
Department of Computer Science  
Dayanand Science College, Latur

Principal  
DSC, Latur

I/C Principal  
Dayanand Science College  
Latur