NOTICE

IQAC has organised a three day workshop for Non-Teaching staff on 'Internet Skills' in association with GiRI Foundation.
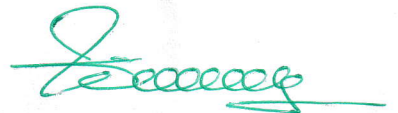
Date of Workshop : 10-03-2020 to 12-03-2020

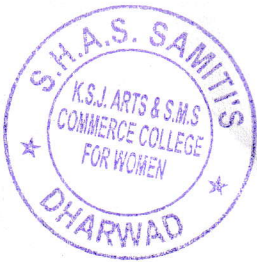**Trainer**: Shri Shivakumar Giriyappanavar, President of GIRI Foundation
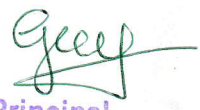
Timing: 2.00 to 4.00 pm

Staff members are informed to attend the training in Computer Lab

Prof. Pushpa Abbigeri
IQAC Coordinator

Principal
S.H.A.S. Samiti's
Smt. K. S. Jigalur Arts and
Dr. (Smt) S. M. Sheshgiri Commerce
College for Women, Dharwad

1) Rajashekhar M. Garagad -

2) Sharanappa. M. Hosamani

Principal
S.H.A.S. Samiti's
Smt. K. S. Jigalur Arts and
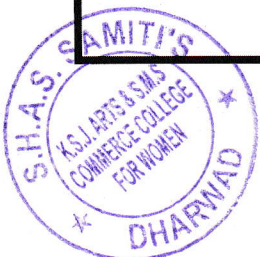Dr. (Smt) S. M. Sheshgiri Commerce
College for Women, Dharwad

Shri Hurakadli Ajja Shikshana Samiti's
Smt. K. S. Jigalur Arts & Dr. (Smt.) S. M. Sheshgiri Commerce College for Women, Dharwad.
IQAC Organized

A Three Workshop on 'Internet Skills'

For Non-teaching staff From 10th March to 12th March, 2020

Shri Raju Giriyappanavar, Giri Foundation, Dharwad training Non-Teaching Staff

Report on

A Three-Day Workshop on 'Internet Skills'

From 10-03-2020 to 12-03-2020

IQAC organised a three day workshop for Non-Teaching staff in association with GiRI Foundation. Two administrative staff members attended the Workshop. Shri Shivakumar Giriyappanavar, President of GIRI Foundation covered following the during Workshop
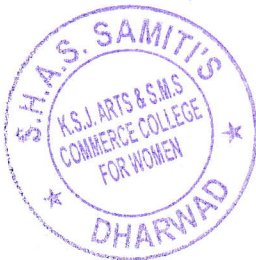
Day I-

Internet connections, introduction of the Browser parts of Browser and different types of Browser. Introduction to Microsoft excel, parts of the Ms-excel, working with data in the worksheet, entering the data, sorting, filtering using in built in functions were discussed.

Day II -

Working with charts and graphs in ms-excel formatting options ,worksheet page and printing worksheet were discussed .

Day III -

Create data base tables, sorting and retrieving data from those tables .while also knowing how can create the right queries for the information found in our institution's database

Principal
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