



VICTORIA INSTITUTION (COLLEGE)

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Ref. No. :

Date : 11/05/2022

NOTICE

A Computer related Skill Enhancement Programme for the non-teaching staff, organized by IQAC, Victoria Institution (College) is to be held on 19.05.2022 from 12 pm. (Venue : Commerce Computer Lab)

Resource person: Dr. Sudip Kumar Sinha and Dr. Subhendu Chandra
To be assisted by: Amit Basak

The names of the staff members listed below are hereby instructed to enroll for the said programme:

Biranga Chakraborty

Jhuma Banerjee

Sudha Sindhu Mondal

Sayani Barua

Surajit Mandal

Shreya Sen Gupta

Dr. Uma Ray Srinivasan
Teacher-in-Charge

Teacher-in-Charge
VICTORIA INSTITUTION
(College)

Skill Enhancement Programme for Non-teaching staff

Computer based skill enhancement programme for non-teaching staff was organized by IQAC on 19.05.2022. Eight non-teaching staff were imparted computer training by faculty members Dr. Subhendu Chandra, Associate Professor, Department of Physics and Dr. Sudip Kr Sinha, Assistant Professor, Department of Botany. The programme was held in the computer room of the department of Commerce. The participants were introduced to latest software needed for management of office records, student data regarding admission, examination and results. It was a two-hour long programme that helped them to have hands-on experience and enhanced their skill in this area.

