

Kanchrapara College

Estd: 1972

Po- KANCHRAPARA
DIST. NORTH 24 PARGANAS
WEST BENGAL, PIN 743145
Website-www.kpcoll.net
e-mail: principal@kpcoll.net
STD-033: 25855159/8790

ADMISSION NOTICE

for

Certificate Course on Basic of Computers & Introduction to

C language & Programming

(2019, Aug - Oct, 2019)

Advt. No. CC/1/19 & date 20/07/2019

Online applications are invited from eligible candidates for admission to Certificate Course on Basic of Computer & Introduction to C language & Programming conducted by Department of Mathematics, Kanchrapara College.

The eligibility criteria for admission to the aforesaid course: Applicants should be passed in Higher Secondary Examination or equivalent.

Total number of seats: 20

Payment of Application Fee i) Application fee : Rs. 100/- ii) Course fees: 1000/-.

Online Application/Registration begins 27th July, 2019

Last date for online Application 20th August, 2019

Admission and Commencement of classes 22th August, 2019

Copy to:

NAAC File, IQAC File, Student Union's Notice Book, Website File

Principal

Kanchrapara College

Certificate Course on Basic of Computers & Introduction to C- Languages & Programming

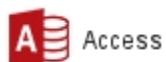
Department of Mathematics, Kanchrapara College offers computer certification that will help you to get computer credentials as well as to enrich your skill level.

In today's economy, the more you know the more valuable you are. You can increase your knowledge by achieving **this certification course**. If you are unemployed, then it will be best time to invest in yourself by updating your technical computer skills. Keeping all aspects and necessities in mind, Department of Mathematics, Kanchrapara College designs this computer certification course.

Benefits: On successful completion of the course, the student is enabled to use a computer for basic purposes of preparing personal/business letters, viewing information on Internet (the Web), sending mails, preparing business presentations/ project presentations, Small business communities, Students would be able to maintain their accounts using computers. Students would also be able to understand programming languages and can make software using c-programs.

computer certification course contains:

- a) **Basic of Computer:** This course improves knowledge at a basic level in computers for the common people.
- b) **MOS Office Applications:** The Microsoft Office Specialist (MOS / MOS Expert) certifications help validate your proficiency in using a specific Microsoft Office product such as Excel, Word, Access, PowerPoint, SharePoint, Outlook or OneNote.



Access

Microsoft Office Specialist (MOS): Microsoft Access



Excel

Microsoft Office Specialist (MOS): Microsoft Excel



Excel

Microsoft Office Specialist (MOS) Expert: Microsoft Excel



Outlook

Microsoft Office Specialist (MOS): Microsoft Outlook



PowerPoint

Microsoft Office Specialist (MOS): Microsoft PowerPoint



Microsoft Office Specialist (MOS): Microsoft SharePoint



Microsoft Office Specialist (MOS): Microsoft Word

- c) **Communication & Collaboration making small presentations:** This course helps to make slides for presentation of various projects using Power Point.
- d) **Communication using Internet & Web Browsing:** This course provides internet facilities for web browsing.
- e) **Introduction to C-language based programming:** This course helps to improve basic knowledge in c-programming.

Duration: Total duration of the course is 80 hrs, consisting of:

- i) Theory- 25 Hrs
- ii) Tutorials- 5 hrs.
- iii) Practicals-50Hrs.

Examination: Examination for the certificate course will be conducted by the Kanchrapara College at end of the course.

Name of Course Co-ordinator: Prof. Indrajit Halder

Name of members of the board of studies:

- i) Dr. Pranab Bera, Principal.
- ii) Dr. Pradip Kumar Biswas, H.O.D, Department of Mathematics.
- iii) Prof. Indrajit Halder, Assistant Professor, Department of Mathematics.
- iv) Dr. Nur Farad, Department of Mathematics.
- v) Prof. Nabanita Mitra, Department of Mathematics.
- vi) Mr. Pinaki Das, Department of Computer Science

Kanchrapra College

Application for admission in certificate course

Course Name- Basic of Computer & Introduction
to C language & Programming

Application for the batch: August 2019 - October 2019

Please complete each section in block letters:

- 1) Applicant's Name-
- 2) Father's / mother's Name-
- 3) Date of Birth-
- 4) Highest Qualification-
- 5) Male/Female-
- 6) Communication Address-
- 7) Permanent Address-
- 8) Email Id-
- 9) Mobile No.-

Declarations

All information made above is true to my best knowledge and I will follow all instructions of the college during aforesaid course/program.