



ST. JOSEPH'S COLLEGE OF ARTS AND SCIENCE (Autonomous)

A Christian Minority Institution, Re-Accredited by NAAC with 'A' Grade (3rd Cycle)

Recognised under section 2(f) & 12(B) of the UGC Act, 1956

Manjakkuppam, Cuddalore – 607 001



P. G. and Research Department of Computer Science Value Added Course On

MS-Office (MS-Word, MS-Excel, MS-PowerPoint) -VACSo2

Objective:

This course helps to gain the practical knowledge of MS-Office (MS-Word, MS-Excel, MS-PowerPoint).

Start Date : 15-03-2021,

Timing : Shift-2 (11:00 AM - 01:00 PM) & Shift-1 (01:30 PM - 03:30 PM)

Course Fee

Rs. 300/-

Total Hours - 30

2 Hours / Day

Last Date for Registration

10th March 2021

Contact : 9600970087

Resource Person

Dr.A.Victoria Anand Mary
and Mr.S.Antony Jones

Assistant Professor,

P.G. and Research Department of
Computer Science

St.Joseph's College of Arts and
Science (Autonomous) - Cuddalore
607001 .

Convenor

Dr.M.Arumai Selvam

Principal & Head

P. G. and Research Department of
Computer Science

Course Co-ordinator

Dr.T.Miranda Lakshmi

Assistant Professor

P. G. and Research Department of
Computer Science