MARUDHAR KESARI JAIN COLLEGE FOR WOMEN, VANIYAMBADI

(A Project of Sri Marudhar Kesari Jain Trust)

Recognized u/s 2(f) & 12(B) of UGC Act 1956 - Permanently Affiliated to Thiruvalluvar University

Re-Accredited by NAAC with "A" Grade An ISO 9001:2015 Certified Institution

27 Years of Educational Excellence...

Internal Quality Assurance Cell

Training Program for Laboratory Assistants

on Office Automation

from 29.03.2021 to 31.03.2021

INVITATION

MARUDHAR KESARI JAIN COLLEGE FOR WOMEN
VANIYAMBADI

Recognized u/s 2[f] & 12[B] of UGC Act 1956 || Re-Accredited with "A" Grade by NAAC (3rd Cycle)
Permanently Affiliated to Thiruvalluvar University || An ISO 9001:2015 Certified Institution

Internal Quality Assurance Cell

Training Program for Laboratory Assistants

On

Office Automation

from 29.03.2021 to 31.03.2021

RESOURCE PERSONS:

Ms.M.Charumathy	Programmer, MKJC.
Ms.S.Shyamala	Programmer, MKJC.
Ms.S.Nishanthini	Programmer, MKJC.

Sri. C. Lickmichand Jain	Dr. M. Inbavalli	Ms.M.Ashtalakshmi
SECRETARY	PRINICIPAL	IQAC Coordinator

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for Women
Vaniyambadi - 635 751

AGENDA

MARUDHAR KESARI JAIN COLLEGE FOR WOMEN
(A Project of Sri Marudhar Kesari Jain Trust)
Marudhar Nagar, Chinnakallupalli, Vaniyambadi.

INTERNAL QUALITY ASSURANCE CELL

Organize

TRAINING PROGRAM FOR LAB ASSISTANTS
on
"Office Automation"
from 29.03.2021 to 31.03.2021

Agenda

Prayer

Welcome and Felicitation address : **Ms. M. ASHTALAKSHMI,**
IQAC Coordinator, MKJC. :

Chief Guest Introduction : **Ms. R. SUGANYA,**
Assistant Professor, Department of Computer Science, MKJC.

Address by Resource Persons : **Ms.M.Charumathy,** Programmer

Ms.S.Shyamala, Programmer

Ms.S.Nishanthini, Programmer

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Internal Quality Assurance Cell
Training Program for Laboratory Assistants
on Office Automation
from 29.03.2021 to 31.03.2021

REPORT

IQAC organized Training Program for Laboratory Assistant On Office Automation from 29.03.2021 to 31.03.2021 The Programme started with invocation of prayer followed by welcome address delivered by **Ms. M. Ashtalakshmi,** IQAC Coordinator,MKJC.

The resource person of the program were Ms. M. Charumathy, Programmer, Ms. S. Shyamala, Programmer, Ms.S.Nishanthi, Programmer

The resource persons are trained the Laboratory Assistants about office automation. Finally Laboratory Assistants gave feedback about the training program. The programme thoroughly motivated and enlightened to the Lab Assistants of 12 members. A Verbal gratitude was delivered by Ms. M. Ashtalakshmi, IQAC Coordinator, MKJC. The programme concluded with the National Anthem.

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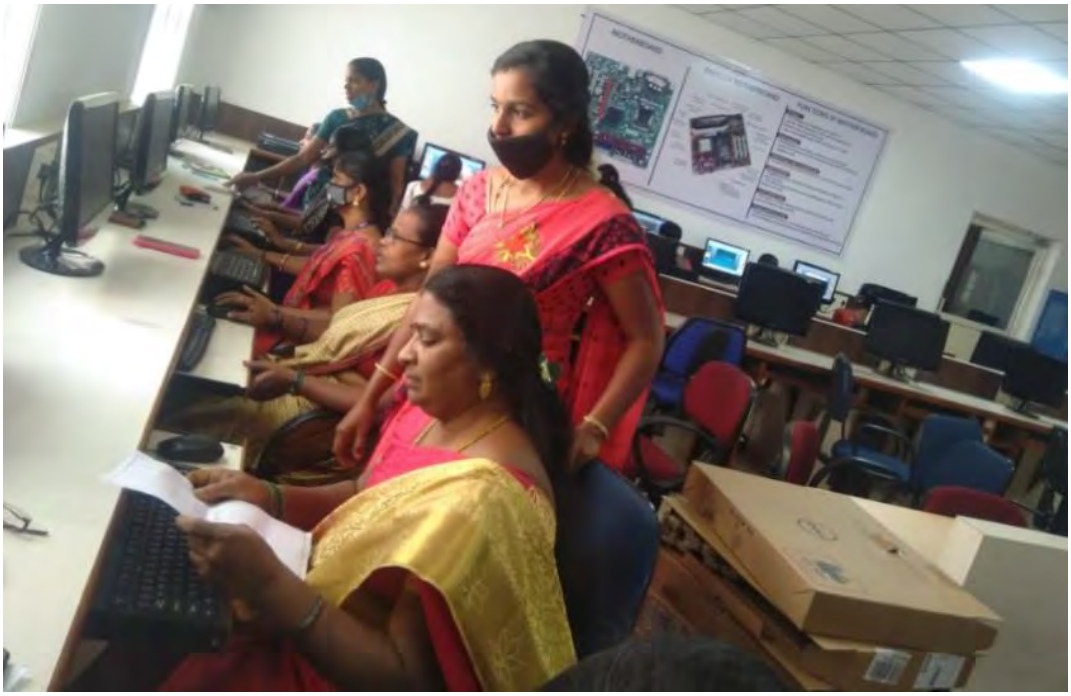
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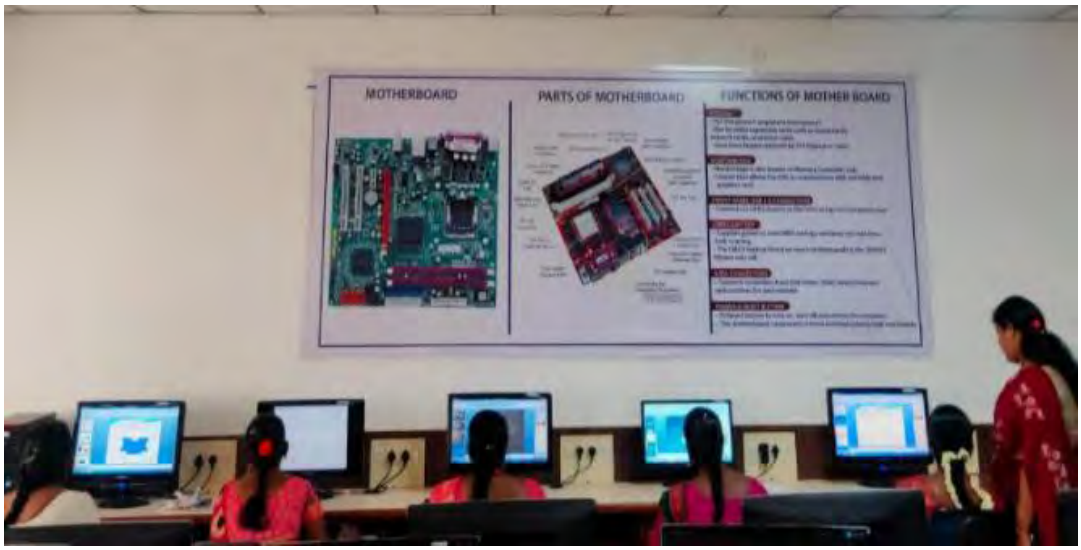
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Training Program for Laboratory Assistants on Office Automation from 29.03.2021 to 31.03.2021

PHOTOS





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