

	Andhra Christian College, Guntur Affiliated to Acharya Nagarjuna University Sambasivapet main road, Guntur -522001, A. P. E mail: accollegeguntur@ymail.com website: www.accollegeguntur.com	Criterion: V
		Metric:5.1.2

5.1.2 Following Capacity development and skills enhancement activities are organized for improving students ICT/Computing skills.

2020-21

ICT/Computing skills

ANDHRA CHRISTIAN COLLEGE, GUNTUR

(Day, Evening, & P.G)

NOTICE

29-9-2020

This is to inform to all the final year students of J.K.C batches will commence as follows for the academic year 2020-21. Students those who are interested can contact J.K.C.Coordinator.

Batch	Starting date of Batch
I	30-09-2020
II	16-10-2020
III	31-10-2020



T. Anita
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		Metric: 5.1.2

A.C. College on behalf of JKC has conducted training for students in three batches during the academic year 2020-21 on DIGITAL SKILLS.

Duration & Strength details of the Batches conducted

Batch	Date of Commencement	-	Date Conclusion	Number of Students Attended
I	30-09-2020		14-10-2020	25
II	16-10-2020		30-10-2020	19
III	31-10-2020		13-11-2020	19




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Criterion: V

Metric: 5.1.2

Topics Coverage – Batch wise

JAWAHAR KNOWLEDGE CENTER					
Statement for the Month of Sept -2020(Batch I- 2020-21)					
S.NO	DATE	TIME			TOPIC COVERED
		FROM	TO	NO.OF HOURS	
1	30-9-2020	04.00 PM	06.00PM	2.0	Introduction to computers
2	1-10-2020	04.00 PM	06.00PM	2.0	Using keys of Key Board
3	2-10-2020	04.00AM	06.00Pm	2.0	Types of computers
4	3-10-2020	04.00AM	06.00Pm	2.0	Types of Printers
5	4-10-2020	04.00AM	06.00Pm	2.0	Types of scanners
6	5-10-2020	04.00 PM	06.00PM	2.0	Finding content and searching on web
7	6-10-2020	04.00 PM	06.00PM	2.0	MS word document creation
8	7-10-2020	04.00 PM	06.00PM	2.0	Excell sheet creation
9	8-10-2020	04.00 PM	06.00PM	2.0	Creation of PPT Slides
10	9-10-2020	04.00 PM	06.00PM	2.0	How to prepare videos
11	10-10-2020	04.00 PM	06.00PM	2.0	Naming a file,How to store data in a file
12	11-10-2020	04.00 PM	06.00PM	2.0	Practice secession on MS word
13	12-10-2020	04.00 PM	06.00PM	2.0	Practice secession on Excell sheet
14	13-10-2020	04.00 PM	06.00PM	2.0	Internet Browsing

15	14-10-2020	04.00 PM	06.00PM	2.0	How to send E-Mails
TOTAL = 30 hours					

	<h2 style="color: blue;">Andhra Christian College, Guntur</h2> <p style="color: red;">Affiliated to Acharya Nagarjuna University Sambasivapet main road, Guntur -522001, A. P.</p> <p>E mail: accollegguntur@ymail.com website: www.accollegguntur.com</p>	Criterion: V
		Metric: 5.1.2

JAWAHAR KNOWLEDGE CENTER					
Schedule for the Month of October 2020(Batch II- 2020-21)					
S.No	DATE	TIME			TOPIC COVERED
		FROM	TO	No.of Hours	
1	16-10-2020	04.00 PM	06.00PM	2.0	Key Board Usage
2	17-10-2020	04.00 PM	06.00PM	2.0	Creating tables with Query wizard
3	18-10-2020	04.00AM	06.00Pm	2.0	Blogs
4	19-10-2020	04.00AM	06.00Pm	2.0	Data Entry Form
5	20-10-2020	04.00AM	06.00Pm	2.0	Data Sorting and filters
6	21-10-2020	04.00 PM	06.00PM	2.0	Data Entry & Report Generation
7	22-10-2020	04.00 PM	06.00PM	2.0	Practical Session
8	23-10-2020	04.00 PM	06.00PM	2.0	Internet -introduction etc
9	24-10-2020	04.00 PM	06.00PM	2.0	Types of Softwares
10	25-10-2020	04.00 PM	06.00PM	2.0	Introduction to spreadsheet and data entry
11	26-10-2020	04.00 PM	06.00PM	2.0	Practical Session using DOS
12	27-10-2020	04.00 PM	06.00PM	2.0	How to down load videos and to store them
13	28-10-2020	04.00 PM	06.00PM	2.0	Practice on net browsing
14	29-10-2020	04.00 PM	06.00PM	2.0	Internet Browsing
15	30-10-2020	04.00 PM	06.00PM	2.0	How to send E-Mails
TOTAL HOURS				=	30



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		Metric: 5.1.2

JAWAHAR KNOWLEDGE CENTER					
Schedule for the Month of October & November-2020 (Batch III -2020-21)					
S.NO	DATE	TIME			TOPIC COVERED
		FROM	TO	NO.OF HOURS	
1	30-10-2020	04.00 PM	06.00PM	2.0	Introduction to computers
2	31-10-2020	04.00 PM	06.00PM	2.0	Using keys of Key Board
3	1-11-2020	04.00 PM	06.00PM	2.0	Types of computers
4	2-11-2020	04.00 PM	06.00PM	2.0	Types of Printers
5	3-11-2020	04.00 PM	06.00PM	2.0	Types of scanners
6	4-11-2020	04.00 PM	06.00PM	2.0	Finding content and searching on web
7	5-11-2020	04.00 PM	06.00PM	2.0	MS word document creation
8	6-11-2020	04.00 PM	06.00PM	2.0	Excell sheet creation
9	7-11-2020	04.00 PM	06.00PM	2.0	Creation of PPT Slides
10	8-11-2020	04.00 PM	06.00PM	2.0	How to prepare videos
11	9-11-2020	04.00 PM	06.00PM	2.0	Naming a file, How to store data in a file
12	10-11-2020	04.00 PM	06.00PM	2.0	Practice secession on MS word
13	11-11-2020	04.00 PM	06.00PM	2.0	Practice secession on Excell sheet
14	12-11-2020	04.00 PM	06.00PM	2.0	Practice secession on PPT
15	13-11-2020	04.00 PM	06.00PM	2.0	Data Storage methods

Total = 30 Hours



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Criterion: V

Metric:5.1.2

Resource Person: P. Mahesh, Lecturer in computer science. Ist Batch (M.P.C)

List of Students

S.No	Class No	Name of the student	Signature of the Student
1	602	M. Vajramma	M. Vajramma
2	603	S. Mahalakshmi	S. Mahalakshmi
3	604	T. Manoja	T. Manoja
4	605	B. Jyothi.M	B. Jyothi.M
5	606	Ch. Anitha	Ch. Anitha
6	607	D. Babu Rao	D. Babu Rao
7	608	J. Suneel	J. Suneel
8	609	U. Nagendra Ganesh Kumar	U. Nagendra Ganesh Kumar
9	610	M. Satish	M. Satish
10	611	K. Tulasi Ram	K. Tulasi Ram
11	612	Ch. Love Prasanna	Ch. Love Prasanna
12	613	K. Sudhakar	K. Sudhakar
13	614	V. Prakash	V. Prakash
14	616	M. Pavan Kumar	M. Pavan Kumar

IInd Batch (M.P.Computers)

List of Students

S.No	Class No	Name of the student	Signature of the Student
1	1401	B. Ashok Kumar	B. Ashok Kumar
2	1402	G. Ravi Babu	G. Ravi Babu
3	1403	S. Brahmaiah	S. Brahmaiah
4	1404	B. Charan Varma	B. Charan Varma
5	1406	K. Hosanna	K. Hosanna
6	1407	U. Thirumala	U. Thirumala
7	1408	K. Siva Sathish	K. Siva Sathish
8	1409	N. Venkateswarlu	N. Venkateswarlu
9	1410	M.B. Nagendra Babu	M.B. Nagendra Babu
10	1411	S. Swetha	S. Swetha
11	1412	P. Koteswara Rao	P. Koteswara Rao
12	1415	Md. Hussain	Md. Hussain

IIIrd Batch (B.Com) [T.M]

List of Students

S.No	Class No	Name of the student	Signature of the Student
1	501	D. Triveni	D. Triveni
2	505	D. Nirmal	D. Nirmal
3	506	J. Bala Venkata Reddy	J. B. Venkata Reddy
4	507	G. Gopi	G. Gopi
5	508	P. Ravi Kumar	P. Ravi Kumar
6	509	N.B. Nagoor Meeravali	Ch. Venkateswarlu
7	510	Ch. Venkateswarlu	Ch. Venkateswarlu
8	511	S. Srinu	S. Srinu
9	512	J. Siva	J. Siva.
10	513	T. Sambasiva Rao	T. Sambasiva Rao.
11	514	V. Ravi Kumar	V. Ravi Kumar
12	515	R. Anand Babu	R. Anand Babu
13	516	P. Saida Rao	P. Saida Rao
14	517	S. Ratna Babu	S. Ratna Babu
15	518	N. Sagar Babu	N. Sagar
16	519	K. Vamsi Krishna	K. Vamsi Krishna