

ಹೈದರಾಬಾದ್ ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಯ
ಎಸ್. ಎಸ್. ಮರಗೋಲ ಕಲಾ, ವಿಜ್ಞಾನ
ಮತ್ತು ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ
ಶಹಾಬಾದ್ - 585 228 - ಜಿ. ಕಲಬುರಗಿ
(ಗುಲ್ಬರ್ಗಾ ವಿಶ್ವವಿದ್ಯಾಲಯದ ಸಂಲಗ್ನತೆ ಪಡೆದ)
ನ್ಯಾಕ ಬಿ ಗ್ರೇಡ್ ಕಾಲೇಜ್



Hyderabad Karnataka Education Society's
**S. S. Margol College of Arts,
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SHAHABAD - 585 228 - Dist. Kalaburagi
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SOFT SKILLS

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CIRCULAR

Date: 21-07-2017

This is to inform all the final year students of B.Sc, B.A. & B.Com. V Sem that Computer Science department is going to organize a workshop in soft skills related to MS Office Word on 27-07-2017 in Computer Science Lab at 04.00 pm. Prof.Govind Pujara, Dept. of Computer Science, Kalaburagi will be the speaker.



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SOFT SKILLS 2017-18

Sl.No.	Name of the Module	Name of the Trainer	Date / Academic Year	Number of Participants
1	MS Office Word	Prof.Govind Pujara	2017-18	30



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A workshop on MS Office Word – 2017-18

27th July, 2017:

A workshop on "MS Office Word" was organized on 27-07-2017 by the department of Computer Science in the Computer Lab of the college for the students of B.Sc, B.Com and B.A final year. The workshop witnessed the attendance of 30 students.

The speaker Prof.Govind Poojara, Department of Computer Science, N.V Degree College Kalaburagi, spoke and told that one of the most widely used programs of Microsoft Office, MS Word is a word processor developed by Microsoft.

He given an introduction to MS Word, its features and its uses, have all been discussed in detail, also discussed a few sample questions based on MS Office program. Moving forward, details about the features and applications of word have been discussed.

He covered the following key areas of MS Word:

- Basics of MS Word
- Features of MS Word
- Uses of MS Word
- Sample MS Word Question and Answers



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He opined that, Microsoft improved Word continually over the years, upgrade of major features, in addition to new functionalities such as support for rich text format (RTF).

The workshop came to an end with the vote of thanks proposed by Prof.Md Irfan.



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Attendance Sheet

Name of the Activity/Event: A workshop on ms-office word 2017-18

Date: 27-07-2017

Time: 4.00 to 5 PM

Sl. No.	Name	Class	University Reg. No.	Signature
1	Narash	Bcom Isem	1546246	Narash
2	AFREBN	Bse Isem	1645464	AFREBN
3	Farhanaz	Bse Isem	1645463	Farhanaz
4	Maishree	Bcom Isem	1634778	Maishree
5	Nayamma	Bse Isem	1645469	Nayamma
6	Venkatesh	Bcom Isem	1634794	Venkat
7	Bhagyashree	Bse Isem	16454989	Bhagyashree
8	Pooja	BA Isem	1615555	Pooja
9	Rafanikanth S	Bse Isem	1645465	Rafanikanth
10	TA Avinash	Bse Isem	1645468	Avinash
11	Pushpa	Bcom Isem	1634789	Pushpa
12	Deviprasad. R. J	Bse Isem	1645490	Deviprasad
13	Sohail	Bse Isem	1645481	Sohail
14	Sejatha R D	Bcom Isem	1634773	Sejatha
15	Nasreen Bany	BA Isem	1615579	Nasreen
16	Shavani	Bse Isem	1645479	Shavani
17	Krupa Sagar	Bse Isem	1645480	Krupa
18	Tyoti S	Bse Isem	1645487	Tyoti
19	Shirin Begum	Bse Isem	1645486	Shirin
20	Chandrakantha	BA Isem	1615573	Chandrakantha
21	Sapna	Bcom Isem	1634795	Sapna
22	ANNARAYA	Bcom Isem	1634781	Annarayana
23	Umaderi	Bse Isem	1645570	Umaderi
24	Asgar Khan	Bcom Isem	1634798	Asgar
25	Shivakumar	BA Isem	1615572	Shivakumar



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Attendance Sheet

Name of the Activity/Event: A workshop on Ms - Office Word - 2017 - 18

Date: 27/07/2017

Time: 4.00 to 5.00pm

Sl. No.	Name	Class	University Reg. No.	Signature
1	ARBAZ ICHAN	Bsc V Sem	1645491	<u>Arbaz</u>
2	Jyothi, P	B.A II Sem	1615561	<u>Jyothi</u>
3	Rohan	Bsc V Sem	1645484	<u>Rohan</u>
4	Anand, C	BA V Sem	1615575	<u>Anand</u>
5	Santosh	Bsc V Sem	1645487	<u>Santosh</u>
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CIRCULAR

Date: 12-03-2019

This is to inform all the final year students of B.Sc, B.A. & B.Com. V Sem that Computer Science department is going to organize a workshop in soft skills related to MS Office Excel on 15-03-2019 in Computer Science Lab at 04.00 pm. Prof.Vishal Rathod, Dept. of Computer Science will be the speaker.

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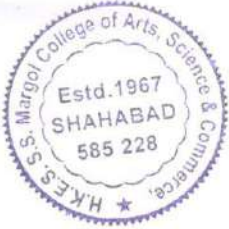
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SOFT SKILLS 2018-19

Sl.No.	Name of the Module	Name of the Trainer	Date / Academic Year	Number of Participants
1	MS Office Excel	Prof.Vishal Rathod	2018-19	30

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A workshop on MS Office Excel – 2018-19

15th March, 2019:

A workshop on "MS Office Excel" was organized on 15-03-2019 by the department of Computer Science in the Computer Lab of the college for the students of B.Sc, B.Com and B.A final year. The workshop witnessed the attendance of 30 students.

The speaker Prof.Vishal Rathod, Department of Computer Science, S.S.Margol Degree College Shahabad, spoke about MS Excel that, Excel is a spreadsheet program from Microsoft and a component of its Office product group for business applications. Microsoft Excel enables users to format, organize and calculate data in a spread sheet, by organizing data using software like Excel, data analysts and other users can make information easier to view as data is added or change, Excel contains a large number of boxes called cells that are ordered in rows and columns.

He covered the Microsoft Excel used in organizations for:

- Collection and verification of business data
- Business analysis
- Data entry and storage
- Data analysis
- Performance reporting
- Strategic analysis
- Accounting and budgeting
- Account Management and
- Office administration



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ಸ್ವಾತಂತ್ರ್ಯ ೫೦ ರೋಡ್ ಮಾರ್ಗ



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He explained the Excel terminology and components:

Excel has its own terminology for its components, which new users may not immediately find understandable. Some of these terms and components include the following:

- Cell
- Cell reference
- Active cell
- Workbook
- Worksheet
- Column and row headings
- Formula
- Formula bar
- Filter
- AutoFill
- AutoSum
- PivotTable
- PivotChart and
- Source data

He explored, Excel is most commonly used in business settings, given example, it is used in business analysis, human resource management, operations management and performance reporting. Excel uses a large collection of cells formatted to organize and manipulate data and solve mathematical functions.

The workshop came to an end with the vote of thanks proposed by Prof.G.S.Kanni.



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Attendance Sheet

Name of the Activity/Event: A workshop on MS Office Excel - 2018-19

Date: 15-03-2019

Time: 4.00 to 5.00 Pm

Sl. No.	Name	Class	University Reg. No.	Signature
1	Shilpa. S	Bcom 1sem	1736564	
2	Deepika. S	Bsc 1sem	1749571	
3	Basanti. M	Bcom 1sem	1736552	
4	Mamata.	Bsc 1sem	1749591	Mamatha.
5	Heena	Bsc 1sem	1749582	Heena
6	Chaitra	Bcom 1sem	1736551	
7	Anjaneya	Bcom 1sem	1736572	Anjaneya
8	Archana	Bsc 1sem	1749590	
9	Nameera	Bcom 1sem	1736557	
10	Mehadi	Bcom 1sem	1736578	Mehadi
11	Kumar P	Bcom 1sem	1736545	
12	Nagalaxmi	Bsc 1sem	1749573	
13	Arun Kumar	Bcom 1sem	1736544	
14	Bhagyavathi	B.A 1sem	1714468	
15	Madhika .A	Bcom 1sem	1736571	Madhika
16	Nandita .	B.A 1sem	1714406	
17	Basavalinga	Bsc 1sem	1749572	Basavalinga
18	Rakesh J	Bcom 1sem	1736579	
19	Nozeen	B.A 1sem	1714409	
20	Samreen	Bsc 1sem	1749573	Samreen
21	Manisha	Bcom 1sem	1736592	
22	Shanthaveer	B.A 1sem	1714411	
23	Veena .M	Bsc 1sem	1749594	
24	Makeesh D	Bcom 1sem	1736586	
25	Amreen	Bsc 1sem	1749581	Amreen.



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Name of the Activity/Event: A workshop on MS office Excel-2018-19
Date: 15-03-2019 Time: 4.00 to 5.00pm

Sl. No.	Name	Class	University Reg. No.	Signature
1	Ambika S.	B.A Sem	1714407	
2	Shiva S	Bcom Sem	1736549	
3	Ashwini B	Bcom Sem	1736538	
4	Ankita S	Bcom Sem	1736574	
5	Shilpa B	D.A Sem	1714404	
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CIRCULAR

Date: 15-11-2021

This is to inform all the final year students of B.Sc, B.A. & B.Com. V Sem that Computer Science department is going to organize a workshop in soft skills related to MS PowerPoint on 20-11-2021 in Computer Science Lab at 04.00 pm. Prof.Govind Pujara, Dept. of Computer Science, Kalaburagi will be the speaker.

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SOFT SKILLS 2020-21

Sl.No.	Name of the Module	Name of the Trainer	Date / Academic Year	Number of Participants
1	MS PowerPoint	Prof.Govind Pujara	2020-21	45



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ಹೈದರಾಬಾದ್ ಕರ್ನಾಟಕ ಶಿಕ್ಷಣ ಸಂಸ್ಥೆಯ
ಎಸ್. ಎಸ್. ಮರಗೋಲ ಕಲಾ, ವಿಜ್ಞಾನ
ಮತ್ತು ವಾಣಿಜ್ಯ ಮಹಾವಿದ್ಯಾಲಯ
ಶಹಾಬಾದ್ - 585 228 - ಜಿ. ಕಲಬುರಗಿ
(ಗುಲ್ಬರ್ಗಾ ವಿಶ್ವವಿದ್ಯಾಲಯದ ಸಂಲಗ್ನತೆ ಪಡೆದ)
ನ್ಯಾಕ ಐ ಗ್ರೇಡ್ ಕಾಲೇಜ್



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A workshop on MS PowerPoint – 2020-21

20th November, 2021:

A workshop on "MS PowerPoint" was organized on 20-11-2021 by the department of Computer Science in the Computer Lab of the college for the students of B.Sc, B.Com and B.A final year. The workshop witnessed the attendance of 45 students.

The speaker Prof.Govind Poojara, Department of Computer Science, N.V Degree College Kalaburagi, spoke and told that MS PowerPoint is a professional presentation program that allows the user to create "presentation slides" that is plugged into the computer.

He given an introduction to MS PowerPoint, its features and its uses, have all been discussed in detail, also discussed a few samples example based on MS PowerPoint program. Moving forward, details about the features and applications of PowerPoint have been discussed.

He covered the following key areas of MS PowerPoint:

- Getting started, selecting slide templates, slide master
- Creating slides in slide view and outline view
- Creating graphics and graphs
- Inserting images, clipart and movies
- Builds, transitions and onscreen shows



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He opined that, A PowerPoint presentation is a good way to convey pieces of information, usually in the form of an outline, to a large audience.

The workshop came to an end with the vote of thanks proposed by Prof. Vishal Rathod.



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Attendance Sheet

Name of the Activity/Event: A workshop on MS Power Point -2020-21

Date: 20-11-2021

Time: 4.00 to 5.00Pm

Sl. No.	Name	Class	University Reg. No.	Signature
1	Soniya	Bsc Vsem	91950094	<u>Soniya</u>
2	Pooja J.	B.A Vsem	91958336	<u>Pooja</u>
3	Misbha.	Bsc Vsem	91950095	<u>Misbha</u>
4	Rohit M	Bsc Vsem	91950103	<u>Rohit</u>
5	Datta Katti	B.A Vsem	1913841	<u>Datta</u>
6	Pavan Kumar	Bsc Vsem	91950099	<u>Pavan</u>
7	Prasad P	Bsc Vsem	91950109	<u>Prasad</u>
8	Barkha	Bcom Vsem	91936952	<u>Barkha</u>
9	Ajay . S	B.A Vsem	1913825	<u>Ajay</u>
10	Pooja S.	Bsc Vsem	91950117	<u>Pooja</u>
11	Anand.C	Bcom Vsem	91936956	<u>Anand</u>
12	Muskan . S	B.A Vsem	1913843	<u>Muskan</u>
13	Harish . M	Bsc Vsem	91950122	<u>Harish</u>
14	Bhagyashree S	Bcom Vsem	91936965	<u>Bhagyashree</u>
15	Shankappa	B.A Vsem	1913837	<u>Shankappa</u>
16	Raju . S	Bsc Vsem	91950128	<u>Raju</u>
17	Rajeshwar' .M	Bcom Vsem	91936973	<u>Rajeshwar</u>
18	Soumya	Bsc Vsem	9195001	<u>Soumya</u>
19	Harshiya . J	Bsc Vsem	91950131	<u>Harshiya</u>
20	Bheemana	Bsc Vsem	91950132	<u>Bheemana</u>
21	Daneshwari	Bcom Vsem	91936964	<u>Daneshwari</u>
22	Santosh S	Bsc Vsem	91950125	<u>Santosh</u>
23	Annu H.D.	Bsc Vsem	91950113	<u>Annu</u>
24	Shobha . S	Bcom Vsem	91936969	<u>Shobha</u>
25	Shirvan . Begum	Bsc Vsem	91950110	<u>Shirvan</u>



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Attendance Sheet

Name of the Activity/Event: A workshop on MS Power point-2020-21

Date: 20-11-2021

Time: 4.00 to 5.00pm

Sl. No.	Name	Class	University Reg. No.	Signature
1	Ayesha	Bsc Bsem	91950133	<i>(Signature)</i>
2	Ashok . B	Bcom Bsem	91936947	<i>(Signature)</i>
3	Rizwan	Bsc Bsem	91950125	<i>(Signature)</i>
4	Madhika	Bsc Bsem	91950126	<i>(Signature)</i>
5	Sana Kousar	Bsc Bsem	91950136	<i>(Signature)</i>
6	shruti R. G	Bcom Bsem	91936951	<i>(Signature)</i>
7	Zohra	Bsc Bsem	91950170	<i>(Signature)</i>
8	Shankuntala	Bsc Bsem	91950151	<i>(Signature)</i>
9	Siddiq	Bsc Bsem	91950156	<i>(Signature)</i>
10	Pramod. L	Bsc Bsem	91950143	<i>(Signature)</i>
11	Vijays	Bcom Bsem	91936960	<i>(Signature)</i>
12	ZAI BA	Bsc Bsem	91950147	<i>(Signature)</i>
13	D. sitara	B. sc Bsem	91950144	<i>(Signature)</i>
14	Srinidhi	Bsc Bsem	91950152	<i>(Signature)</i>
15	Pnema . H	Bsc Bsem	91950148	<i>(Signature)</i>
16	Ankita S	Bcom Bsem	91936562	<i>(Signature)</i>
17	Vinayak	Bsc Bsem	91950141	<i>(Signature)</i>
18	Chetan. H. D	Bsc Bsem	91950112	<i>(Signature)</i>
19	Renuka S	Bcom Bsem	91936971	<i>(Signature)</i>
20	Mamata J	Bsc Bsem	91950157	<i>(Signature)</i>
21				
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CIRCULAR

Date: 13-01-2022

This is to inform all the final year students of B.Sc, B.A. & B.Com. V Sem that Computer Science department is going to organize a workshop in soft skills related to Internet Browsing on 18-01-2022 in Computer Science Lab at 04.00 pm. Prof.Vishal Rathod, Dept. of Computer Science will be the speaker.



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SOFT SKILLS 2021-22

Sl.No.	Name of the Module	Name of the Trainer	Date / Academic Year	Number of Participants
1	Internet Browsing	Prof.Vishal Rathod	2021-22	50



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A workshop on Internet Browsing – 2021-22

18th January, 2022:

A workshop on "Internet Browsing" was organized on 18-01-2022 by the department of Computer Science in the Computer Lab of the college for the students of B.Sc, B.Com and B.A final year. The workshop witnessed the attendance of 50 students.

The speaker Prof.Vishal Rathod, Department of Computer Science, S.S.Margol College Shahabad, spoke and told that, A web browser is a type of software that allows to find and view websites on the internet. Even if you didn't know it, there are many different web browsers, but some of the most common ones include Google Chrome, Safari, and Mozilla Firefox.

He given an introduction to Internet browsing, basics of browsing the web. Moving forward, he talked about navigating to different websites, using tabbed browsing, crating bookmarks, and more.

He covered the following key areas of Internet browsing:

- URLs and the address bar
- Links
- Navigation buttons
- Tabbed browsing
- Bookmarks and history
- Downloading files
- Saving images



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He opined that, web browser is an application software that allows us to view and explore information on the web. User can request for any web page by just entering a URL into address bar.

Web browser can show text, audio, video, animation and more. It is the responsibility of a web browser to interpret text and commands contained in the web page.

Earlier the web browsers were text-based while now a day's graphical-based or voice-based web browsers are also available.

The workshop came to an end with the vote of thanks proposed by Dr. Basavaraj Hiremath.



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Attendance Sheet

Name of the Activity/Event: A workshop on Internet Browsing - 2021-22

Date: 18-01-2022

Time: 4.00 to 5.00 pm,

Sl. No.	Name	Class	University Reg. No.	Signature
1	Rekha	Bcom V sem	C2049399	Rekha
2	Saniya begum	Bsc V sem	S2065866	Saniya
3	Sundhar	Bcom V sem	C2049398	Sundhar
4	Jyoti. S	B. A V sem	A2014367	Jyoti
5	Sweeth. L	Bsc V sem	C2065870	Sweeth
6	Balu. N	B. A V sem	A2094383	Balu
7	AKash B	B. A V sem	A2014380	AKash
8	Afreen	Bsc V sem	C2065879	Afreen
9	Reddy R	Bcom V sem	C2049425	Reddy
10	Vaishali	B. A V sem	A2014371	Vaishali
11	Zoya fatima	Bcom V sem	C2049384	Zoyafatima
12	Apurva C.	Bcom V sem	C2049401	Apurva
13	Sana fatima	Bsc V sem	S2065876	Sana fatima
14	Gangamma. S	Bcom V sem	C2049411	Gangamma
15	Shivkumar	Bcom V sem	C2049400	Shivkumar
16	Abishek. K	Bsc V sem	S2065879	Abishek
17	Ashwini T.	Bcom V sem	C2049392	Ashwini
18	Ambika V	Bsc V sem	S2065859	Ambika
19	Sima. S	Bcom V sem	C2049423	Sima
20	Bhawani	Bsc V sem	S2065893	Bhawani
21	Shreedhar C	Bcom V sem	C2049390	Shreedhar
22	Roshni. V	Bcom V sem	C2049435	Roshni
23	Vinod S	Bsc V sem	S2065873	Vinod
24	Suikarth	Bsc V sem	S2065894	Suikarth
25	Nagaraj	Bcom V sem	C2049386	Nagaraj



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Attendance Sheet

Name of the Activity/Event: A workshop on Internet Browsing-2021-22
Date: 18-01-2022 Time: 4:00 to 5:00pm

Sl. No.	Name	Class	University Reg. No.	Signature
1	Kavasi, R	BcomVsem	C2049380	(KR)
2	Nagalaxmi, S	BcomVsem	C204941	Nagalaxmi
3	Rakshita	BScVsem	S2065861	(R)
4	Rindu, B	B.AVsem	A2014363	(RB)
5	Bojharaj, S	BcomVsem	C2049416	(B)
6	Imran	BScVsem	S2065926	Imran
7	Ayesha Anjum	BcomVsem	C2049360	(A)
8	Santosh B	BcomVsem	C2049370	(S)
9	Rishi	BcomVsem	C2049368	(Rishi)
10	Swati	BScVsem	S2065921	(Swati)
11	Bharatha	BScVsem	S2065927	(Bharathy)
12	Savitri, P	BcomVsem	C2049433	(S)
13	Ravi, B	BScVsem	S2065903	(R)
14	Deviprasad	BcomVsem	C2049438	(Deviprasad)
15	Aishwarya, M	BScVsem	S2065862	(A)
16	Sonilkumar	BcomVsem	C2049367	(S)
17	Nikita M	BcomVsem	C2049359	Nikita
18	Waseem	BScVsem	S2065872	(Waseem)
19	Shena, H	BScVsem	S2065904	(S)
20	Md. Arif	BScVsem	S2065888	(Md. Arif)
21	Preetam, M	BcomVsem	C2049378	(P)
22	Nagaraj, M	BScVsem	S2065882	(N)
23	Kalshetty, S	BScVsem	S2065880	(K)
24	Nisht Begum	BScVsem	S2065913	(N)
25	Sharan N	BcomVsem	C2049371	(Sharan)



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