



**Jogeshwari Education Society's  
JES COLLEGE OF COMMERCE,  
SCIENCE & INFORMATION TECHNOLOGY  
(AFFILIATED TO MUMBAI UNIVERSITY)**

**NOTICE**

Date: 27<sup>th</sup> August 2022

**Subject: ONLINE ICT WORKSHOP**

All the First Year Students are hereby informed that an **ICT WORKSHOP** is scheduled from 1<sup>ST</sup> September to 4<sup>th</sup> September, 2022. The lectures will be scheduled as per the following timetable

DATE	TIME	TOPIC	FACULTY
01/09/2022	10 AM to 11 AM	MS-Powerpoint	Ms. Tejaswini Parab
	11 AM to 12 PM	Canva	Mr. Chitrarth Kate
02/09/2022	10 AM to 11 AM	MS- Word	Ms. Anjali Gaikwad
03/09/2022	10 AM to 11 AM	Google Form. Certifyem, Spreadsheet	Mrs. Archana Dhawade
04/09/2022	10 AM to 11 AM	MS- Excel	Mr. Vikram Desai
	11 AM to 12 PM	Digilocker, Gmail, G-Drive	Mr. Aniruddha Kumawat

Certificate of participation will be given after the completion of workshop.

**Criteria for Certificate:**

1. Attendance compulsory for all sessions.
2. Submission of Assignments in time for evaluation.
3. Compulsory submission of feedback form of each session.

Interested students can Register using given link or scan QR code.

<https://forms.gle/c8vxNgyDi3tpeyYj6>



Mr. Aniruddha Kumawat

Workshop Coordinator



Dr. Prashant H. Shelar

Principal



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(AFFILIATED TO MUMBAI UNIVERSITY)

**Department of B. Sc. (IT)**

**organises**

# **ICT TOOLS WORKSHOP**

**Online Class**

**Start from**  
**September 1, 2022**

**10 am - 12 pm**

**Lecturer:**

**Ms. Anjali Gaikwad**

**Mr. Vikram Desai**

**Ms. Tejaswini Parab**

**Ms. Archana Dhawade**

**Mr. Chitrarth Kate**

**Mr. Aniruddha Kumawat**



**JOIN NOW!!**



**You will learn:**

- MS- Word, Excel, PowerPoint
- Google- Docs, spreadsheet, presentation
- Google Form, Certify'em
- G-mail, drive
- Digilocker
- Canva
- Image editing tools



**Mr. Aniruddha Kumawat**  
**Workshop Coordinator**

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**Dr Prashant H Shelar**  
**Principal**

*Dr. Shelar*