# DERABIS COLLEGE

## Derabish, Kendrapara, Odisha, 754289

# Criterion V

## 5.1  Student Support

5.1.2 Capacity building and skills enhancement initiatives taken by the institution include the following
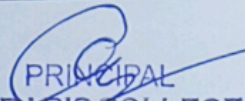
# DERABIS COLLEGE, DERABISH

## SYLLABUS
## Value Added Course in MS Office

| CLASS NO | SUBJECT |
|---|---|
| 1 | Computer Fundamentals |
| 2 | Computer Fundamentals |
| 3 | Input Device |
| 4 | Output Device |
| 5 | Operationg System |
| 6 | Microsoft Word |
| 7 | Components of MS Word |
| 8 | Features of MS Word |
| 9 | File tab Options |
| 10 | Table Creations |
| 11 | Keyboard Shortcuts |
| 12 | Keyboard Shortcuts |
| 13 | Microsoft Excel |
| 14 | Components of MS Excel |
| 15 | Features of MS Excel |
| 16 | File tab Options |
| 17 | Table Creations |
| 18 | Mathmatics Formulas |
| 19 | Mathmatics Formulas |
| 20 | Mathmatics Formulas |
| 21 | Keyboard Shortcuts |
| 22 | Keyboard Shortcuts |
| 23 | Keyboard Shortcuts |
| 24 | Microsoft Power Point |
| 25 | Components of MS Powerpoint |
| 26 | Features of MS Power Point |
| 27 | File tab Options |
| 28 | Creating Presenatations |
| 29 | Creating Presenatations |
| 30 | Creating Presenatations |

PRINCIPAL
DERABIS COLLEGE

# DERABIS COLLEGE, DERABISH
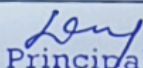
ACADEMIC YEAR 2021 - 22
## Value Added Course in MS OFFICE
ATTENDANCE OF STUDENTS ( November - 2022 to January 2023)

### LIST OF STUDENTS ENROLLED

| SL NO | NAME OF THE STUDENT | CLASS |
|---|---|---|
| 1 | CHINMAYEE SINGH | BA ( 1st Year) |
| 2 | SUBHENDU BARIK | BA ( 1st Year) |
| 3 | LOPAMUDRA KANDI | BA ( 1st Year) |
| 4 | ASIFA FIRDOS | BA ( 1st Year) |
| 5 | JAKRA BEGUM | BA ( 1st Year) |
| 6 | SUBHALAXMI KANDI | BA ( 1st Year) |
| 7 | RANI MALIK | BA ( 1st Year) |
| 8 | RAJESWARI MALIK | BA ( 1st Year) |
| 9 | NARESH KANDI | BA ( 1st Year) |
| 10 | MOONPRITAM BISWAL | BA ( 1st Year) |
| 11 | STITHINANDA SAHOO | BA ( 1st Year) |
| 12 | BIDYUSMITA MALIK | BA ( 1st Year) |
| 13 | PINKY JENA | BA ( 1st Year) |
| 14 | KAMALAKANTA MALIK | BA ( 1st Year) |
| 15 | RAJENDRA BARIK | BA ( 1st Year) |
| 16 | TAPAN KUMAR BEHERA | BA ( 1st Year) |
| 17 | BISWABIJAYINEE PRADHAN | BA ( 1st Year) |
| 18 | BANITA DAS | BA ( 1st Year) |
| 19 | SOUMYA RANJAN ROUTRAY | BA ( 1st Year) |
| 20 | PRIYANKA BARIK | BA ( 1st Year) |
| 21 | ARABINDA SAHOO | BA ( 1st Year) |
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# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2022-23
## Value Added Course in MS OFFICE
### ATTENDANCE OF STUDENTS ( November - 2022 to January 2023)

| SL NO | NAME OF THE STUDENT | 01/11/22 | 03/11/22 | 09/11/22 | 12/11/22 | 14/11/22 | 18/11/22 | 21/11/22 | 28/11/22 | 29/11/22 | 30/11/22 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | CHINMAYEE SINGH | P | P | A | P | P | P | P | P | P | P |
| 2 | SUBHENDU BARIK | P | P | P | A | P | P | P | P | P | P |
| 3 | LOPAMUDRA KANDI | P | P | P | P | A | P | P | P | P | P |
| 4 | ASIFA FIRDOS | P | P | P | P | P | A | P | P | P | P |
| 5 | JAKRA BEGUM | P | P | P | P | A | P | P | P | P | P |
| 6 | SUBHALAXMI KANDI | P | P | P | P | P | P | P | P | P | P |
| 7 | RANI MALIK | A | P | P | P | P | A | P | P | P | P |
| 8 | RAJESWARI MALIK | P | P | P | P | P | P | P | A | P | P |
| 9 | NARESH KANDI | P | P | A | P | P | P | P | P | P | P |
| 10 | MOONPRITAM BISWAL | P | P | P | P | P | P | P | P | A | P |
| 11 | STITHINANDA SAHOO | A | P | P | P | P | P | P | P | P | P |
| 12 | BIDYUSMITA MALIK | P | P | P | P | P | P | P | P | P | A |
| 13 | PINKY JENA | P | P | P | P | P | P | P | P | P | A |
| 14 | KAMALAKANTA MALIK | P | P | P | P | P | P | A | P | P | P |
| 15 | RAJENDRA BARIK | P | P | A | P | P | P | P | P | P | P |
| 16 | TAPAN KUMAR BEHERA | P | P | P | P | P | P | P | P | P | P |
| 17 | BISWABIJAYINEE PRADHAN | P | P | A | P | P | P | P | P | A | P |
| 18 | BANITA DAS | P | P | P | A | P | P | P | P | P | P |
| 19 | SOUMYA RANJAN ROUTRAY | P | P | P | P | P | P | P | P | A | P |
| 20 | PRIYANKA BARIK | P | P | P | P | P | A | P | P | P | P |
| 21 | ARABINDA SAHOO | P | A | P | P | P | P | A | P | P | P |
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Signature of Course Co-ordinator

Signature of the Faculty

Principal
DERABISH COLLEGE

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DERABIS COLLEGE

# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2022-23
## Value Added Course in MS OFFICE
### ATTENDANCE OF STUDENTS ( November - 2022 to January 2023)

| SL NO | NAME OF THE STUDENT | 01/12/22 | 08/12/22 | 10/12/22 | 15/12/22 | 17/12/22 | 19/12/22 | 23/12/22 | 20/12/22 | 28/12/22 | 30/12/22 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | CHINMAYEE SINGH | P | P | P | P | P | P | P | A | P | |
| 2 | SUBHENDU BARIK | P | P | P | P | P | P | A | P | P | P |
| 3 | LOPAMUDRA KANDI | P | P | P | P | P | A | P | P | P | P |
| 4 | ASIFA FIRDOS | P | P | P | P | P | P | A | P | P | P |
| 5 | JAKRA BEGUM | P | A | P | A | P | P | P | A | P | P |
| 6 | SUBHALAXMI KANDI | P | P | A | P | P | A | P | P | P | P |
| 7 | RANI MALIK | A | P | P | P | P | P | P | P | P | P |
| 8 | RAJESWARI MALIK | P | P | P | P | P | P | P | P | P | P |
| 9 | NARESH KANDI | P | P | P | P | P | P | A | P | P | P |
| 10 | MOONPRITAM BISWAL | P | P | P | P | P | P | P | A | P | P |
| 11 | STITHINANDA SAHOO | P | P | P | P | A | P | P | P | P | P |
| 12 | BIDYUSMITA MALIK | P | P | P | P | P | A | P | P | P | P |
| 13 | PINKY JENA | P | P | P | P | P | P | A | P | P | P |
| 14 | KAMALAKANTA MALIK | P | P | P | P | P | P | P | P | A | P |
| 15 | RAJENDRA BARIK | P | P | A | P | P | P | P | P | P | P |
| 16 | TAPAN KUMAR BEHERA | P | P | P | P | P | P | P | P | P | A |
| 17 | BISWABIJAYINEE PRADHAN | P | P | P | P | P | P | P | P | A | P |
| 18 | BANITA DAS | P | P | P | P | P | P | A | P | P | P |
| 19 | SOUMYA RANJAN ROUTRAY | A | P | P | P | P | P | P | P | P | P |
| 20 | PRIYANKA BARIK | P | P | P | A | P | P | P | A | P | P |
| 21 | ARABINDA SAHOO | P | A | P | P | P | P | P | P | P | A |
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Signature of the Faculty

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# DERABIS COLLEGE, DERABISH

ACADEMIC YEAR 2022-23
## Value Added Course in MS OFFICE
ATTENDANCE OF STUDENTS ( November - 2022 to January 2023)

| SL NO | NAME OF THE STUDENT | 04/01/23 | 10/01/23 | 13/01/23 | 16/01/23 | 19/01/23 | 20/01/23 | 24/01/23 | 27/01/23 | 30/01/23 | 31/01/23 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | CHINMAYEE SINGH | P | P | P | P | A | P | P | P | P | P |
| 2 | SUBHENDU BARIK | P | P | P | P | P | A | P | P | P | P |
| 3 | LOPAMUDRA KANDI | P | P | P | P | P | P | A | P | P | P |
| 4 | ASIFA FIRDOS | A | P | P | P | P | P | P | P | P | P |
| 5 | JAKRA BEGUM | P | P | P | P | P | P | P | A | P | P |
| 6 | SUBHALAXMI KANDI | P | P | P | P | P | P | P | P | P | A |
| 7 | RANI MALIK | P | P | P | P | A | P | P | P | P | P |
| 8 | RAJESWARI MALIK | P | P | P | P | P | P | P | A | P | P |
| 9 | NARESH KANDI | P | P | P | P | P | P | P | P | A | P |
| 10 | MOONPRITAM BISWAL | P | P | P | A | P | P | P | P | P | P |
| 11 | STITHINANDA SAHOO | A | P | P | P | P | P | P | P | P | P |
| 12 | BIDYUSMITA MALIK | P | P | P | P | P | P | P | P | A | P |
| 13 | PINKY JENA | P | P | P | P | P | P | P | P | P | A |
| 14 | KAMALAKANTA MALIK | P | P | P | A | P | P | P | P | P | P |
| 15 | RAJENDRA BARIK | P | P | P | P | A | P | P | P | P | P |
| 16 | TAPAN KUMAR BEHERA | P | P | P | P | P | P | P | P | A | P |
| 17 | BISWABIJAYINEE PRADHAN | P | P | P | A | P | P | P | P | P | P |
| 18 | BANITA DAS | A | P | P | P | P | P | P | P | P | P |
| 19 | SOUMYA RANJAN ROUTRAY | P | P | P | P | P | A | P | P | P | P |
| 20 | PRIYANKA BARIK | P | P | P | P | P | P | P | P | P | A |
| 21 | ARABINDA SAHOO | A | P | P | P | P | P | P | P | P | P |
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Signature of Course Co-ordinator

Signature of the Faculty

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# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2022 - 23
## Value Added Course in MS (OFFICE)
### COURSE PROGRESS SHEET

**NAME OF THE FACULTY:**

| CLASS NO | DATE | SUBJECT | SIGNATURE | REMARK |
|---|---|---|---|---|
| 1 | 01/11/22 | Computere fundamentals | | |
| 2 | 03/11/22 | Computer. fundamentals | | |
| 3 | 07/11/22 | Input Device | | |
| 4 | 12/11/22 | Out put Device | | |
| 5 | 14/11/22 | Operating System | | |
| 6 | 18/11/22 | microsoft Word | | |
| 7 | 21/11/22 | Components of ms Word | | |
| 8 | 26/11/22 | Features of ms World | | |
| 9 | 29/11/22 | File tab Options | | |
| 10 | 30/11/22 | Table Creations | | |
| 11 | 01/12/22 | Keyboard Shortcuts | | |
| 12 | 08/12/22 | Keyboard Shortcuts | | |
| 13 | 10/12/22 | Microsoft Excel | | |
| 14 | 15/12/22 | Components of mc Excel | | |
| 15 | 17/12/22 | feautes of ms Excel | | |
| 16 | 19/12/22 | File tab Options | | |
| 17 | 23/12/22 | Table Creations | | |
| 18 | 26/12/22 | Mathematics formulas | | |
| 19 | 28/12/22 | mathematics formulas | | |
| 20 | 30/12/22 | keyboard Shortcuts | | |
| 21 | 04/01/23 | keyboard Shortcuts | | |
| 22 | 10/01/23 | keyboard Shortcuts | | |
| 23 | 13/01/23 | microsoft powere point | | |
| 24 | 16/01/23 | Compenent of ms Powerpoint | | |
| 25 | 19/01/23 | feautures of ms powerpoint | | |
| 26 | 20/01/23 | file tab Options | | |
| 27 | 24/01/23 | Creating presentations. | | |
| 28 | 27/01/23 | Creating presentations | | |
| 29 | 30/01/23 | Creating presentation | | |
| 30 | 31/01/23 | Creating presentation. | | |

Signature of course co-ordinator

Principal
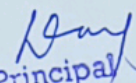DERABISH COLLEGE

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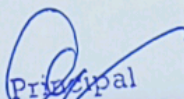
# DERABIS COLLEGE, DERABISH

ACADEMIC YEAR 2021 - 22
## Value Added Course in MS OFFICE
ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

LIST OF STUDENTS ENROLLED

| SL NO | NAME OF THE STUDENT | CLASS |
|-------|---------------------|-------|
| 1 | SAROJINI ROUT | BA ( 1st Year) |
| 2 | AKBARI KHANAM | BA ( 1st Year) |
| 3 | PARTHASARATHI NATH | BA ( 1st Year) |
| 4 | RAJALAXMI SHARMA | BA ( 1st Year) |
| 5 | ANSHUMAN SAMAL | BA ( 1st Year) |
| 6 | BHABANI SHANKAR SAHOO | BA ( 1st Year) |
| 7 | MADHUSMITA DASH | BA ( 1st Year) |
| 8 | SONALI PRIYADARSINI SINGH | BA ( 1st Year) |
| 9 | AKHLAQUE KHAN | BA ( 1st Year) |
| 10 | PRITIREKHA DAS | BA ( 1st Year) |
| 11 | GAYATRI RATH | BA ( 1st Year) |
| 12 | SUPRIYA JENA | BA ( 1st Year) |
| 13 | MAMALI SAHOO | BA ( 1st Year) |
| 14 | UMAKANTA SAHOO | BA ( 1st Year) |
| 15 | SANGHAMITRA JENA | BA ( 1st Year) |
| 16 | BULU KANDI | BA ( 1st Year) |
| 17 | SATYARANJAN SWAIN | BA ( 1st Year) |
| 18 | LIJARANI DAS | BA ( 1st Year) |
| 19 | BIDYUTPRAVA MOHANTY | BA ( 1st Year) |
| 20 | ARCHANA GIRI | BA ( 1st Year) |
| 21 | SOUMYA RANJAN GHADEI | BA ( 1st Year) |
| 22 | NILOFER NASREEN | BA ( 1st Year) |
| 23 | SATYAJEET ROUT | BA ( 1st Year) |
| 24 | MONALISA GHADEI | BA ( 1st Year) |
| 25 | AJIM KHAN | BSC (1st Year) |
| 26 | KIRAN KUMAR MOHANTY | BSC (1st Year) |
| 27 | SEKHAR SUMAN BEHERA | BSC (1st Year) |
| 28 | HARAPRASAD BARIK | BSC (1st Year) |
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# DERABIS COLLEGE, DERABISH

ACADEMIC YEAR 2021-22
## Value Added Course in MS OFFICE
ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

| SL NO | NAME OF THE STUDENT | 05/11/21 | 06/11/21 | 11/11/21 | 12/11/21 | 18/11/21 | 19/11/21 | 20/11/21 | 26/11/21 | 27/11/21 | 30/11/21 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | SAROJINI ROUT | P | P | P | P | A | P | P | P | P | P |
| 2 | AKBARI KHANAM | P | P | P | A | P | P | P | P | P | A |
| 3 | PARTHASARATHI NATH | P | P | P | P | P | P | A | P | P | P |
| 4 | RAJALAXMI SHARMA | P | P | P | P | P | A | P | P | P | P |
| 5 | ANSHUMAN SAMAL | A | P | P | P | P | P | P | P | P | P |
| 6 | BHABANI SHANKAR SAHOO | P | P | P | P | P | P | P | P | P | A |
| 7 | MADHUSMITA DASH | P | P | P | P | P | P | A | P | P | P |
| 8 | SONALI PRIYADARSINI SINGH | P | P | P | P | P | P | P | P | A | P |
| 9 | AKHLAQUE KHAN | P | P | P | P | P | P | A | P | P | P |
| 10 | PRITIREKHA DAS | P | P | P | P | P | P | P | P | A | P |
| 11 | GAYATRI RATH | P | P | P | P | P | P | P | A | P | P |
| 12 | SUPRIYA JENA | P | P | P | A | P | P | P | P | P | A |
| 13 | MAMALI SAHOO | P | P | P | P | P | A | P | P | P | P |
| 14 | UMAKANTA SAHOO | P | P | P | P | P | P | A | P | P | P |
| 15 | SANGHAMITRA JENA | P | P | P | P | P | P | P | P | P | A |
| 16 | BULU KANDI | P | P | P | P | P | P | P | A | P | P |
| 17 | SATYARANJAN SWAIN | P | P | P | P | P | P | P | P | P | P |
| 18 | LIJARANI DAS | A | P | P | P | P | P | P | P | P | P |
| 19 | BIDYUTPRAVA MOHANTY | P | P | P | P | P | P | P | P | A | P |
| 20 | ARCHANA GIRI | P | P | P | P | P | P | P | P | P | P |
| 21 | SOUMYA RANJAN GHADEI | P | P | P | P | P | P | P | A | P | P |
| 22 | NILOFER NASREEN | P | P | A | P | P | P | P | P | P | P |
| 23 | SATYAJEET ROUT | A | P | P | P | P | P | P | P | P | P |
| 24 | MONALISA GHADEI | P | P | P | P | P | P | P | P | A | P |
| 25 | AJIM KHAN | P | P | P | P | P | P | P | P | P | P |
| 26 | KIRAN KUMAR MOHANTY | P | P | P | P | P | P | P | P | P | P |
| 27 | SEKHAR SUMAN BEHERA | P | P | P | P | P | A | P | P | P | P |
| 28 | HARAPRASAD BARIK | P | P | P | P | P | P | P | P | A |
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Signature of Course Co-ordinator

Signature of the Faculty

Principal
DERABISH COLLEGE

Principal
DERABISH COLLEGE

# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2021-22
## Value Added Course in MS OFFICE
### ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

| SL NO | NAME OF THE STUDENT | 05/11/21 | 06/11/21 | 11/11/21 | 12/11/21 | 18/11/21 | 19/11/21 | 20/11/21 | 26/11/21 | 27/11/21 | 30/11/21 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | SAROJINI ROUT | P | P | P | P | A | P | P | P | P | P |
| 2 | AKBARI KHANAM | P | P | P | A | P | P | P | P | P | A |
| 3 | PARTHASARATHI NATH | P | P | P | P | P | P | A | P | P | P |
| 4 | RAJALAXMI SHARMA | P | P | P | P | P | A | P | P | P | P |
| 5 | ANSHUMAN SAMAL | A | P | P | P | P | P | P | P | P | P |
| 6 | BHABANI SHANKAR SAHOO | P | P | P | P | P | P | P | P | P | A |
| 7 | MADHUSMITA DASH | P | P | P | P | P | P | A | P | P | P |
| 8 | SONALI PRIYADARSINI SINGH | P | P | P | P | P | P | P | P | A | P |
| 9 | AKHLAQUE KHAN | P | P | P | P | P | P | A | P | P | P |
| 10 | PRITIREKHA DAS | P | P | P | P | P | P | P | P | A | P |
| 11 | GAYATRI RATH | P | P | P | P | P | P | P | A | P | P |
| 12 | SUPRIYA JENA | P | P | P | P | A | P | P | P | P | A |
| 13 | MAMALI SAHOO | P | P | P | P | P | A | P | P | P | P |
| 14 | UMAKANTA SAHOO | P | P | P | P | P | P | A | P | P | P |
| 15 | SANGHAMITRA JENA | P | P | P | P | P | P | P | P | P | A |
| 16 | BULU KANDI | P | P | P | P | P | P | P | A | P | P |
| 17 | SATYARANJAN SWAIN | P | P | P | P | P | P | P | P | P | |
| 18 | LIJARANI DAS | A | P | P | P | P | P | P | P | P | |
| 19 | BIDYUTPRAVA MOHANTY | P | P | P | P | P | P | P | P | A | P |
| 20 | ARCHANA GIRI | P | P | P | P | P | P | P | P | P | |
| 21 | SOUMYA RANJAN GHADEI | P | P | P | P | P | P | P | A | P | P |
| 22 | NILOFER NASREEN | P | P | A | P | P | P | P | P | P | P |
| 23 | SATYAJEET ROUT | A | P | P | P | P | P | P | P | P | P |
| 24 | MONALISA GHADEI | P | P | P | P | P | P | P | P | A | P |
| 25 | AJIM KHAN | P | P | P | P | P | P | P | P | P | P |
| 26 | KIRAN KUMAR MOHANTY | P | P | P | P | P | P | P | P | P | P |
| 27 | SEKHAR SUMAN BEHERA | P | P | P | P | P | A | P | P | P | P |
| 28 | HARAPRASAD BARIK | P | P | P | P | P | P | P | P | A | |
| 29 | | | | | | | | | | | |
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Signature of Course Co-ordinator

Signature of the Faculty

Principal
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# DERABIS COLLEGE, DERABISH

ACADEMIC YEAR 2021-22
## Value Added Course in MS OFFICE
### ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

| SL NO | NAME OF THE STUDENT | 01/12/21 | 02/12/21 | 09/12/21 | 10/12/21 | 17/12/21 | 18/12/21 | 22/12/21 | 23/12/21 | 28/12/21 | 29/12/21 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | SAROJINI ROUT | P | P | P | A | P | P | P | P | P | P |
| 2 | AKBARI KHANAM | P | P | P | P | P | P | P | P | A | P |
| 3 | PARTHASARATHI NATH | P | P | P | P | P | P | P | P | P | P |
| 4 | RAJALAXMI SHARMA | P | P | P | P | P | P | P | A | P | A |
| 5 | ANSHUMAN SAMAL | A | P | P | P | P | P | P | P | A | P |
| 6 | BHABANI SHANKAR SAHOO | P | P | P | P | P | P | P | P | P | A |
| 7 | MADHUSMITA DASH | P | P | P | P | P | P | P | P | P | P |
| 8 | SONALI PRIYADARSINI SINGH | P | P | P | P | P | A | P | P | P | P |
| 9 | AKHLAQUE KHAN | P | P | P | P | P | P | P | P | P | P |
| 10 | PRITIREKHA DAS | P | P | P | P | P | P | A | P | P | P |
| 11 | GAYATRI RATH | P | P | P | P | P | P | A | P | P | P |
| 12 | SUPRIYA JENA | P | P | P | P | P | P | A | P | P | P |
| 13 | MAMALI SAHOO | P | P | A | P | P | P | P | P | P | P |
| 14 | UMAKANTA SAHOO | P | P | P | P | P | P | A | P | P | P |
| 15 | SANGHAMITRA JENA | A | P | P | P | P | P | P | P | P | P |
| 16 | BULU KANDI | P | P | P | P | P | P | P | P | P | A |
| 17 | SATYARANJAN SWAIN | P | P | P | P | P | P | P | P | P | P |
| 18 | LIJARANI DAS | P | P | P | P | P | P | P | P | A | P |
| 19 | BIDYUTPRAVA MOHANTY | A | P | A | P | P | P | P | P | P | P |
| 20 | ARCHANA GIRI | P | A | P | P | P | P | P | P | P | P |
| 21 | SOUMYA RANJAN GHADEI | P | P | P | A | P | P | P | P | P | P |
| 22 | NILOFER NASREEN | A | P | P | P | P | P | P | P | P | P |
| 23 | SATYAJEET ROUT | P | P | P | P | P | P | P | P | P | P |
| 24 | MONALISA GHADEI | A | P | P | P | A | P | P | P | P | P |
| 25 | AJIM KHAN | P | P | P | P | P | A | P | P | P | P |
| 26 | KIRAN KUMAR MOHANTY | P | P | P | P | P | A | P | P | P | P |
| 27 | SEKHAR SUMAN BEHERA | P | P | P | P | P | P | P | A | P | P |
| 28 | HARAPRASAD BARIK | P | P | P | P | P | P | A | P | P | P |
| 29 | | | | | | | | | | | |
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Signature of Course Co-ordinator

Signature of the Faculty

Principal
DERABISH COLLEGE

Principal
DERABISH COLLEGE

# DERABIS COLLEGE, DERABISH

ACADEMIC YEAR 2021-22
## Value Added Course in MS OFFICE
### ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

| SL NO | NAME OF THE STUDENT | 06/01/22 | 07/01/22 | 08/01/22 | 10/01/22 | 15/01/22 | 20/01/22 | 21/01/22 | 22/01/22 | 28/01/22 | 29/01/22 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | SAROJINI ROUT | P | P | P | P | P | P | P | A | P | P |
| 2 | AKBARI KHANAM | P | P | P | P | P | P | P | P | P | A |
| 3 | PARTHASARATHI NATH | P | P | P | P | P | P | P | P | A | P |
| 4 | RAJALAXMI SHARMA | P | P | P | P | P | P | P | A | P | P |
| 5 | ANSHUMAN SAMAL | P | P | P | P | A | P | P | P | P | P |
| 6 | BHABANI SHANKAR SAHOO | P | P | P | A | P | P | P | P | P | P |
| 7 | MADHUSMITA DASH | A | P | P | P | P | P | P | P | P | P |
| 8 | SONALI PRIYADARSINI SINGH | P | P | P | P | P | P | P | P | P | P |
| 9 | AKHLAQUE KHAN | P | P | P | P | P | P | P | P | A | P |
| 10 | PRITIREKHA DAS | P | P | P | P | P | P | P | P | A | P |
| 11 | GAYATRI RATH | P | P | P | A | P | P | P | A | A | P |
| 12 | SUPRIYA JENA | P | P | P | A | P | A | P | P | A | P |
| 13 | MAMALI SAHOO | P | A | A | P | P | P | P | P | A | P |
| 14 | UMAKANTA SAHOO | A | P | P | P | P | P | P | P | P | P |
| 15 | SANGHAMITRA JENA | P | A | P | P | A | A | P | P | A | A |
| 16 | BULU KANDI | P | P | A | A | P | P | P | P | P | P |
| 17 | SATYARANJAN SWAIN | P | P | P | A | P | P | P | P | P | A |
| 18 | LIJARANI DAS | A | P | A | P | P | P | P | P | P | P |
| 19 | BIDYUTPRAVA MOHANTY | P | P | P | P | P | P | P | P | P | A |
| 20 | ARCHANA GIRI | P | A | A | A | A | A | P | P | P | P |
| 21 | SOUMYA RANJAN GHADEI | P | P | P | P | P | P | P | P | P | P |
| 22 | NILOFER NASREEN | A | P | P | P | P | P | P | A | P | P |
| 23 | SATYAJEET ROUT | P | P | P | A | A | P | P | P | A | A |
| 24 | MONALISA GHADEI | P | P | P | P | P | P | A | A | P | P |
| 25 | AJIM KHAN | A | A | P | A | P | P | A | P | P | P |
| 26 | KIRAN KUMAR MOHANTY | P | P | P | P | P | P | A | P | P | P |
| 27 | SEKHAR SUMAN BEHERA | P | P | P | P | P | P | P | P | A | P |
| 28 | HARAPRASAD BARIK | P | P | A | A | P | P | P | P | P | A |
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Signature of Course Co-ordinator

Signature of the Faculty

Principal
DERABISH COLLEGE

Principal
DERABISH COLLEGE

# DERABIS COLLEGE, DERABISH

ACADEMIC YEAR 2021 - 22
Value Added Course in MS (OFFICE)
COURSE PROGRESS SHEET

NAME OF THE FACULTY:

| CLASS NO | DATE | SUBJECT | SIGNATURE | REMARK |
|---|---|---|---|---|
| 1 | 05.11.21 | Operating System | & | |
| 2 | 06.11.21 | Computer fundamentals | & | |
| 3 | 11.11.21 | Computer fundamentals | & | |
| 4 | 12.11.21 | Input Device | & | |
| 5 | 18.11.21 | Output Device | & | |
| 6 | 19.11.21 | Componets of ms word | & | |
| 7 | 20.11.21 | microsoft word | & | |
| 8 | 26.11.21 | features of ms word | & | |
| 9 | 27.11.21 | file tab options | & | |
| 10 | 30.11.21 | Table creations | & | |
| 11 | 01.12.21 | microsoft Excel | & | |
| 12 | 02.12.21 | Keyboard Shortcuts | & | |
| 13 | 09.12.21 | Keyboard Shortcuts | & | |
| 14 | 10.12.21 | microsoft Excel | & | |
| 15 | 17.12.21 | Components of ms Excel | & | |
| 16 | 18.12.21 | features of ms Excel | & | |
| 17 | 22.12.21 | file tab option | & | |
| 18 | 23.12.21 | Table creations | & | |
| 19 | 28.12.22 | Mathematics formulas | & | |
| 20 | 29.12.21 | Mathematics formulas | & | |
| 21 | 06.01.22 | microsoft powerpoint | & | |
| 22 | 07.01.22 | microsoft powerpoint | & | |
| 23 | 08.01.22 | Components of ms powerpoint | & | |
| 24 | 10.01.22 | Components of ms powerpoint | & | |
| 25 | 15.01.22 | features of ms powerpoint | & | |
| 26 | 20.01.22 | file tab options | & | |
| 27 | 21.01.22 | Creating Presentation | & | |
| 28 | 22.01.22 | Creating Presentation | & | |
| 29 | 28.01.22 | Creating Presentation | & | |
| 30 | 29.01.22 | Creating presentation | & | |

Signature of course co-ordinator

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DERABISH COLLEGE

# DERABIS COLLEGE, DERABISH

## SYLLABUS

### Value Added Course in Diploma in Computer Application (DCA)

| CLASS NO | SUBJECT |
|---|---|
| 1 | Computer Fundamentals |
| 2 | Computer Fundamentals |
| 3 | Input Device |
| 4 | Input Device |
| 5 | Output Device |
| 6 | Output Device |
| 7 | Operationg System |
| 8 | Operationg System |
| 9 | Open Source Operationg System |
| 10 | Communicative English |
| 11 | Communicative English |
| 12 | Communicative English |
| 13 | Communicative English |
| 14 | Communicative English |
| 15 | Communicative English |
| 16 | Microsoft Word |
| 17 | Microsoft Word |
| 18 | Microsoft Word |
| 19 | Microsoft Word |
| 20 | Microsoft Excel |
| 21 | Microsoft Excel |
| 22 | Microsoft Excel |
| 23 | Microsoft Excel |
| 24 | Microsoft Excel |
| 25 | Microsoft Excel |
| 26 | Microsoft Excel |
| 27 | Microsoft Excel |
| 28 | Microsoft Excel |
| 29 | Microsoft Power Point |
| 30 | Microsoft Power Point |

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# DERABIS COLLEGE, DERABISH

## SYLLABUS

### Value Added Course in Diploma in Computer Application (DCA)

| CLASS NO | SUBJECT |
|----------|---------|
| 31 | Microsoft Power Point |
| 32 | Microsoft Power Point |
| 33 | Microsoft Power Point |
| 34 | Microsoft Power Point |
| 35 | Microsoft Power Point |
| 36 | **DBMS - Microsoft Access** |
| 37 | **DBMS - Microsoft Access** |
| 38 | **DBMS - Microsoft Access** |
| 39 | **DBMS - Microsoft Access** |
| 40 | Networking |
| 41 | Networking |
| 42 | Networking |
| 43 | Networking |
| 44 | Internet |
| 45 | Internet |
| 46 | Internet Security |
| 47 | Programming Language |
| 48 | Programming Language |
| 49 | Programming Language |
| 50 | Programming Language |
| 51 | Programming Language |
| 52 | Programming Language |
| 53 | Web Technology |
| 54 | Web Technology |
| 55 | Web Technology |
| 56 | Web Technology |
| 57 | Web Technology |
| 58 | Web Technology |
| 59 | Project Guidance |
| 60 | Project Guidance |

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# DERABIS COLLEGE, DERABISH

ACADEMIC YEAR 2022 - 23
## Value Added Course in Diploma in Computer Application ( DCA )
ATTENDANCE OF STUDENTS ( November - 2022 to January 2023)

### LIST OF STUDENTS ENROLLED

| SL NO | NAME OF THE STUDENT | CLASS |
|-------|---------------------|-------|
| 1 | SUBHASMITA JENA | BA ( 1st Year) |
| 2 | KIRTIRANJAN POTHAL | BA ( 1st Year) |
| 3 | ANUPAMA JENA | BA ( 1st Year) |
| 4 | NAIMA KHATUN | BA ( 1st Year) |
| 5 | LAXMIPRIYA PANDA | BA ( 1st Year) |
| 6 | LAXMIKANTA ROUT | BA ( 1st Year) |
| 7 | PRAVANJANA NAYAK | BA ( 1st Year) |
| 8 | RUPALI NAYAK | BA ( 1st Year) |
| 9 | PRITI PRAJNA DASH | BA ( 1st Year) |
| 10 | HARAPRIYA BEHERA | BA ( 1st Year) |
| 11 | ABHISEK SAMAL | BA ( 1st Year) |
| 12 | BIPASHA SWAIN | BA ( 1st Year) |
| 13 | KALYANI MALLICK | BA ( 1st Year) |
| 14 | RAJENDRA KHATUA | BA ( 1st Year) |
| 15 | RASHMITA JENA | BA ( 1st Year) |
| 16 | DAMAYANTI SWAIN | BA ( 1st Year) |
| 17 | BISWAJIT NAYAK | BA ( 1st Year) |
| 18 | MONALISA JENA | BA ( 1st Year) |
| 19 | DHIREN GHADAI | BA ( 1st Year) |
| 20 | ANIMA SAHOO | BA ( 1st Year) |
| 21 | HEMANTA MALIK | BSC (1st Year) |
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# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2022-23
## Value Added Course in Diploma in Computer Application (DCA)
### ATTENDANCE OF STUDENTS ( November - 2022 to January 2023)

| SL NO | NAME OF THE STUDENT | 02/11/22 | 03/11/22 | 10/11/22 | 12/11/22 | 16/11/22 | 18/11/22 | 22/11/22 | 24/11/22 | 26/11/22 | 29/11/22 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | SUBHASMITA JENA | P | A | P | P | P | P | P | P | P | P |
| 2 | KIRTIRANJAN POTHAL | P | P | A | P | P | P | P | P | P | P |
| 3 | ANUPAMA JENA | P | P | P | P | A | P | P | P | P | P |
| 4 | NAIMA KHATUN | P | P | P | P | P | A | P | P | P | P |
| 5 | LAXMIPRIYA PANDA | A | P | P | P | P | P | A | P | P | P |
| 6 | LAXMIKANTA ROUT | P | P | P | P | P | P | P | P | P | A |
| 7 | PRAVANJANA NAYAK | P | P | P | P | P | P | P | P | P | A |
| 8 | RUPALI NAYAK | P | P | P | P | P | P | P | P | P | P |
| 9 | PRITI PRAJNA DASH | P | P | P | P | P | P | P | P | P | P |
| 10 | HARAPRIYA BEHERA | P | P | A | P | P | P | P | P | P | P |
| 11 | ABHISEK SAMAL | P | P | P | P | P | P | A | P | P | P |
| 12 | BIPASHA SWAIN | P | A | P | P | P | P | P | P | P | A |
| 13 | KALYANI MALLICK | P | P | P | P | P | P | P | P | A | P |
| 14 | RAJENDRA KHATUA | P | P | P | P | P | P | P | P | A | P |
| 15 | RASHMITA JENA | P | P | P | P | P | P | P | P | P | P |
| 16 | DAMAYANTI SWAIN | P | P | A | P | P | P | P | A | P | P |
| 17 | BISWAJIT NAYAK | P | P | P | P | P | P | A | A | P | P |
| 18 | MONALISA JENA | P | P | A | P | P | P | P | P | P | P |
| 19 | DHIREN GHADAI | P | P | P | P | P | P | P | P | P | P |
| 20 | ANIMA SAHOO | P | P | P | P | P | P | A | P | P | P |
| 21 | HEMANTA MALIK | A | P | P | P | P | P | A | P | P | P |
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Signature of Course Co-ordinator

Signature of the Faculty

Principal
DERABISH COLLEGE

PRINCIPAL
DERABIS COLLEGE

# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2022-23

## Value Added Course in Diploma in Computer Application (DCA)

### ATTENDANCE OF STUDENTS ( November - 2022 to January 2023)

| SL NO | NAME OF THE STUDENT | 06/12/22 | 07/12/22 | 08/12/22 | 12/12/22 | 15/12/22 | 20/12/22 | 22/12/22 | 26/12/22 | 28/12/22 | 30/12/22 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | SUBHASMITA JENA | P | P | P | P | A | P | P | P | P | P |
| 2 | KIRTIRANJAN POTHAL | A | P | P | P | P | P | P | P | P | P |
| 3 | ANUPAMA JENA | P | P | P | P | A | P | P | P | P | P |
| 4 | NAIMA KHATUN | P | P | P | P | P | A | P | P | P | P |
| 5 | LAXMIPRIYA PANDA | P | P | P | P | P | P | P | P | P | A |
| 6 | LAXMIKANTA ROUT | P | P | P | P | P | P | P | P | P | P |
| 7 | PRAVANJANA NAYAK | P | P | P | P | P | P | P | P | A | P |
| 8 | RUPALI NAYAK | P | P | P | P | A | P | P | P | P | A |
| 9 | PRITI PRAJNA DASH | P | P | P | P | P | P | P | P | P | P |
| 10 | HARAPRIYA BEHERA | P | P | A | P | P | P | P | P | P | P |
| 11 | ABHISEK SAMAL | P | P | P | P | P | P | P | P | P | P |
| 12 | BIPASHA SWAIN | P | P | P | P | P | P | P | P | P | P |
| 13 | KALYANI MALLICK | P | P | P | P | P | P | P | P | P | P |
| 14 | RAJENDRA KHATUA | P | P | P | P | P | P | P | P | P | P |
| 15 | RASHMITA JENA | P | P | P | P | P | A | P | P | P | P |
| 16 | DAMAYANTI SWAIN | P | P | P | P | P | A | P | P | P | P |
| 17 | BISWAJIT NAYAK | P | P | P | P | P | P | P | P | P | P |
| 18 | MONALISA JENA | P | P | P | P | P | P | P | P | P | P |
| 19 | DHIREN GHADAI | A | P | P | P | P | P | P | P | P | P |
| 20 | ANIMA SAHOO | P | P | A | P | A | P | P | P | P | P |
| 21 | HEMANTA MALIK | P | P | A | P | P | P | P | P | P | P |
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Signature of Course Co-ordinator

Signature of the Faculty

Principal
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# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2022-23
## Value Added Course in Diploma in Computer Application (DCA)
### ATTENDANCE OF STUDENTS ( November - 2022 to January 2023)

| SL NO | NAME OF THE STUDENT | 04/01/23 | 06/01/23 | 09/01/23 | 10/01/23 | 17/01/23 | 20/01/23 | 24/01/23 | 25/01/23 | 27/01/23 | 31/01/23 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | SUBHASMITA JENA | P | P | P | P | P | P | P | A | P | P |
| 2 | KIRTIRANJAN POTHAL | P | P | P | P | P | P | P | P | A | P |
| 3 | ANUPAMA JENA | P | P | P | P | P | P | P | P | P | A |
| 4 | NAIMA KHATUN | P | P | P | P | P | P | P | A | P | P |
| 5 | LAXMIPRIYA PANDA | P | A | P | P | P | P | P | P | P | P |
| 6 | LAXMIKANTA ROUT | P | P | A | P | P | P | P | P | P | P |
| 7 | PRAVANJANA NAYAK | A | P | P | P | P | P | P | P | P | P |
| 8 | RUPALI NAYAK | P | P | P | P | P | P | P | A | P | P |
| 9 | PRITI PRAJNA DASH | P | P | P | P | P | P | P | P | P | P |
| 10 | HARAPRIYA BEHERA | P | P | A | P | P | P | P | P | P | P |
| 11 | ABHISEK SAMAL | P | A | P | P | P | P | P | P | P | P |
| 12 | BIPASHA SWAIN | P | P | P | P | A | P | P | P | P | P |
| 13 | KALYANI MALLICK | P | P | A | P | P | P | P | P | P | P |
| 14 | RAJENDRA KHATUA | P | P | P | P | P | P | P | A | P | P |
| 15 | RASHMITA JENA | P | P | P | P | P | P | P | P | P | P |
| 16 | DAMAYANTI SWAIN | P | P | P | P | P | P | P | P | P | P |
| 17 | BISWAJIT NAYAK | P | P | P | P | P | P | P | P | P | P |
| 18 | MONALISA JENA | P | P | P | P | A | P | P | P | P | P |
| 19 | DHIREN GHADAI | P | P | P | P | P | P | P | P | | A |
| 20 | ANIMA SAHOO | P | P | P | P | P | A | P | P | P | A |
| 21 | HEMANTA MALIK | P | P | P | A | P | P | P | P | P | P |
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Signature of Course Co-ordinator

Signature of the Faculty

Principal
DERABISH COLLEGE

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# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2022 - 23
## Value Added Course in Diploma in Computer Application (DCA)
### COURSE PROGRESS SHEET

**NAME OF THE FACULTY:**

| CLASS NO | DATE | SUBJECT | SIGNATURE | REMARK |
|---|---|---|---|---|
| 1 | 02/11/22 | Computer Fundamentals | | |
| 2 | 03/11/22 | Computer Fundamentals | | |
| 3 | 10/11/22 | Input Device | | |
| 4 | 12/11/22 | Output Device | | |
| 5 | 16/11/22 | Operating System | | |
| 6 | 18/11/22 | Operating System | | |
| 7 | 22/11/22 | Open Source Operating System | | |
| 8 | 24/11/22 | Communicative English | | |
| 9 | 26/11/22 | Communicative English | | |
| 10 | 29/11/22 | Communicative English | | |
| 11 | 06/12/22 | Communicative English | | |
| 12 | 07/12/22 | Microsoft Word | | |
| 13 | 08/12/22 | Microsoft Word | | |
| 14 | 12/12/22 | Microsoft Word | | |
| 15 | 15/12/22 | Microsoft Word | | |
| 16 | 20/12/22 | Microsoft Excel | | |
| 17 | 22/12/22 | Microsoft Excel | | |
| 18 | 26/12/22 | Microsoft Power Point | | |
| 19 | 28/12/22 | Microsoft Power Point | | |
| 20 | 30/12/22 | Microsoft Powerpoint | | |
| 21 | 04/01/23 | DBMS - Microsoft Access | | |
| 22 | 06/01/23 | DBMS - Microsoft Access | | |
| 23 | 09/01/23 | Networking | | |
| 24 | 10/01/23 | Net Working | | |
| 25 | 12/01/23 | Networking / Internet | | |
| 26 | 20/01/23 | Internet Security | | |
| 27 | 24/01/23 | Programming Language | | |
| 28 | 25/01/23 | Web Technology | | |
| 29 | 27/01/23 | Web Technology | | |
| 30 | 31/01/23 | Project Guidance | | |

Signature of course co-ordinator

Principal
DERABISH COLLEGE

PRINCIPAL
DERABIS COLLEGE

# DERABIS COLLEGE, DERABISH

**ACADEMIC YEAR 2021 - 22**

## Value Added Course in Diploma in Computer Application ( DCA )
ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

### LIST OF STUDENTS ENROLLED

| SL NO | NAME OF THE STUDENT | CLASS |
|---|---|---|
| 1 | OJASWINEE RATH | BA ( 1st Year) |
| 2 | MADHUSMITA KAR | BA ( 1st Year) |
| 3 | KADAMBINI PRUSTY | BA ( 1st Year) |
| 4 | PRITICHHANDA DASH | BA ( 1st Year) |
| 5 | BABITA PALLEI | BA ( 1st Year) |
| 6 | ANKITA PRIYADARSINI SAHOO | BA ( 1st Year) |
| 7 | MAMATA SAHOO | BA ( 1st Year) |
| 8 | MANOJ KUMAR SAHOO | BA ( 1st Year) |
| 9 | BISWAJIT JENA | BA ( 1st Year) |
| 10 | NANDINI MALIK | BA ( 1st Year) |
| 11 | ABHISHEK KANDI | BA ( 1st Year) |
| 12 | DHANANJAYA ROUT | BA ( 1st Year) |
| 13 | SANJUKTA BEHERA | BSC (1st Year) |
| 14 | ARPITA NAYAK | BSC (1st Year) |
| 15 | SUBHALAXMI DAS | BSC (1st Year) |
| 16 | SUSMITA OJHA | BSC (1st Year) |
| 17 | CHANDAN MALIK | BSC (1st Year) |
| 18 | ASHIS RANJAN BEHERA | BSC (1st Year) |
| 19 | S C SATYAJEET MALLICK | BSC (1st Year) |
| 20 | MANISHA GIRI | BSC (1st Year) |
| 21 | LAXMIPRIYA SWAIN | BSC (1st Year) |
| 22 | LAXMIPRIYA RATH | BSC (1st Year) |
| 23 | BARSA PRIYADARSINI NAYAK | BSC (1st Year) |
| 24 | SUSHREE PRIYADARSINI OJH | BSC (1st Year) |
| 25 | LIPSARANI DAS | BSC (1st Year) |
| 26 | DIPTIREKHA JENA | BSC (1st Year) |
| 27 | PRIYANKA MOHANTY | BSC (1st Year) |
| 28 | SARMISTHA SAHOO | BSC (1st Year) |
| 29 | PRITI PRIYADARSINI DAS | BSC (1st Year) |
| 30 | RAJASHREE MOHARANA | BSC (1st Year) |
| 31 | SATYAJIT BEHERA | BSC (1st Year) |
| 32 | | |

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# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2021-22

## Value Added Course in Diploma in Computer Application (DCA)

### ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

| SL NO | NAME OF THE STUDENT | 03/11/21 | 06/11/21 | 10/11/21 | 13/11/21 | 16/11/21 | 19/11/21 | 22/11/21 | 26/11/21 | 29/11/21 | 30/11/21 |
|-------|---------------------|------|------|------|------|------|------|------|------|------|------|
| 1 | OJASWINEE RATH | P | P | P | P | P | P | P | P | A | P |
| 2 | MADHUSMITA KAR | P | P | P | P | P | P | P | A | P | P |
| 3 | KADAMBINI PRUSTY | P | P | P | P | P | P | P | P | P | A |
| 4 | PRITICHHANDA DASH | P | P | P | P | P | P | P | P | P | A |
| 5 | BABITA PALLEI | A | P | P | P | P | P | P | P | P | P |
| 6 | ANKITA PRIYADARSINI SAHOO | P | P | P | P | P | P | P | P | P | P |
| 7 | MAMATA SAHOO | P | P | P | P | P | P | P | P | P | A |
| 8 | MANOJ KUMAR SAHOO | P | P | P | P | P | P | P | P | A | A |
| 9 | BISWAJIT JENA | P | P | P | P | P | A | P | P | A | P |
| 10 | NANDINI MALIK | A | P | P | A | P | P | P | P | P | A |
| 11 | ABHISHEK KANDI | P | P | P | P | P | P | A | P | P | P |
| 12 | DHANANJAYA ROUT | A | P | P | A | P | P | P | P | P | P |
| 13 | SANJUKTA BEHERA | P | P | P | P | P | P | A | P | P | P |
| 14 | ARPITA NAYAK | P | P | P | P | P | P | A | A | P | P |
| 15 | SUBHALAXMI DAS | P | P | P | P | P | A | P | P | A | A |
| 16 | SUSMITA OJHA | P | P | P | P | P | P | P | P | A | P |
| 17 | CHANDAN MALIK | P | P | P | P | P | P | P | P | P | A |
| 18 | ASHIS RANJAN BEHERA | P | P | P | P | P | A | P | P | P | P |
| 19 | S C SATYAJEET MALLICK | A | A | P | P | P | P | P | A | P | P |
| 20 | MANISHA GIRI | P | P | P | P | P | P | P | P | A | A |
| 21 | LAXMIPRIYA SWAIN | A | P | P | P | P | A | P | P | A | P |
| 22 | LAXMIPRIYA RATH | P | P | P | A | P | P | P | A | A | P |
| 23 | BARSA PRIYADARSINI NAYAK | P | P | P | A | P | P | P | P | P | P |
| 24 | SUSHREE PRIYADARSINI OJH | P | P | P | P | P | P | A | P | P | A |
| 25 | LIPSARANI DAS | A | A | P | P | P | P | P | P | P | P |
| 26 | DIPTIREKHA JENA | P | P | P | P | P | P | P | P | P | P |
| 27 | PRIYANKA MOHANTY | P | P | P | P | P | P | P | P | P | P |
| 28 | SARMISTHA SAHOO | A | P | P | P | A | P | P | P | P | A |
| 29 | PRITI PRIYADARSINI DAS | P | P | P | P | P | P | P | A | P | P |
| 30 | RAJASHREE MOHARANA | P | P | P | P | P | P | P | A | P | P |
| 31 | SATYAJIT BEHERA | P | P | P | P | P | P | P | P | P | P |
| 32 | | | | | | | | | | | |

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ACADEMIC YEAR 2021-22

## Value Added Course in Diploma in Computer Application (DCA)

ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

| SL NO | NAME OF THE STUDENT | 04/12/21 | 09/12/21 | 10/12/21 | 11/12/21 | 16/12/21 | 17/12/21 | 24/12/21 | 27/12/21 | 28/12/21 | 29/12/21 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | OJASWINEE RATH | P | P | P | P | P | P | A | P | P | P |
| 2 | MADHUSMITA KAR | P | P | P | P | P | P | P | A | P | P |
| 3 | KADAMBINI PRUSTY | P | P | P | P | P | P | P | A | P | P |
| 4 | PRITICHHANDA DASH | A | P | P | P | P | P | P | P | P | P |
| 5 | BABITA PALLEI | P | P | P | P | P | P | P | P | P | A |
| 6 | ANKITA PRIYADARSINI SAHOO | P | P | P | P | P | P | A | P | P | P |
| 7 | MAMATA SAHOO | A | P | P | P | P | P | P | P | P | P |
| 8 | MANOJ KUMAR SAHOO | P | P | P | P | P | P | P | A | P | P |
| 9 | BISWAJIT JENA | P | P | P | P | P | P | P | P | P | A |
| 10 | NANDINI MALIK | P | P | P | P | P | P | P | P | P | P |
| 11 | ABHISHEK KANDI | P | P | P | P | P | P | P | P | P | P |
| 12 | DHANANJAYA ROUT | P | P | P | P | P | P | P | P | P | P |
| 13 | SANJUKTA BEHERA | A | P | P | P | P | P | P | P | P | P |
| 14 | ARPITA NAYAK | P | P | P | P | P | P | P | P | P | P |
| 15 | SUBHALAXMI DAS | P | P | P | P | P | P | P | P | P | A |
| 16 | SUSMITA OJHA | P | P | P | P | P | P | P | P | A | P |
| 17 | CHANDAN MALIK | P | P | P | P | P | P | P | P | P | P |
| 18 | ASHIS RANJAN BEHERA | P | P | P | A | P | P | P | P | P | P |
| 19 | S C SATYAJEET MALLICK | P | P | A | P | P | A | P | P | P | A |
| 20 | MANISHA GIRI | A | A | P | P | P | P | P | P | P | P |
| 21 | LAXMIPRIYA SWAIN | P | P | P | P | P | P | P | P | P | A |
| 22 | LAXMIPRIYA RATH | P | P | P | P | P | P | P | P | P | A |
| 23 | BARSA PRIYADARSINI NAYAK | P | P | P | P | P | P | P | P | A | P |
| 24 | SUSHREE PRIYADARSINI OJH | P | P | P | P | A | P | P | A | A | P |
| 25 | LIPSARANI DAS | A | P | P | A | P | P | P | P | P | P |
| 26 | DIPTIREKHA JENA | P | P | P | P | P | P | A | P | P | P |
| 27 | PRIYANKA MOHANTY | P | P | P | P | P | P | A | P | P | P |
| 28 | SARMISTHA SAHOO | P | P | P | P | P | P | A | P | P | P |
| 29 | PRITI PRIYADARSINI DAS | P | P | P | P | P | P | P | P | A | P |
| 30 | RAJASHREE MOHARANA | A | P | P | P | P | P | P | P | P | A |
| 31 | SATYAJIT BEHERA | A | A | P | P | P | P | P | P | P | P |
| 32 | | | | | | | | | | | |

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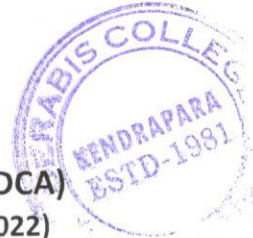
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# DERABIS COLLEGE, DERABISH

## ACADEMIC YEAR 2021-22

## Value Added Course in Diploma in Computer Application (DCA)

### ATTENDANCE OF STUDENTS ( November - 2021 to January 2022)

| SL NO | NAME OF THE STUDENT | 06/01/22 | 07/01/22 | 08/01/22 | 15/01/22 | 20/01/22 | 21/01/22 | 29/01/22 | 27/01/22 | 28/01/22 | 29/01/22 |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 1 | OJASWINEE RATH | P | P | P | P | P | P | P | P | P | P |
| 2 | MADHUSMITA KAR | P | P | P | P | P | P | P | P | P | P |
| 3 | KADAMBINI PRUSTY | P | P | P | P | A | P | P | P | P | A |
| 4 | PRITICHHANDA DASH | P | | P | A | P | P | | P | | P |
| 5 | BABITA PALLEI | A | P | P | P | P | P | P | A | P | P |
| 6 | ANKITA PRIYADARSINI SAHOO | P | P | P | P | P | P | P | P | P | A |
| 7 | MAMATA SAHOO | P | P | P | P | A | P | P | A | P | P |
| 8 | MANOJ KUMAR SAHOO | P | P | P | P | P | P | A | P | P | P |
| 9 | BISWAJIT JENA | A | P | P | P | P | P | P | P | P | P |
| 10 | NANDINI MALIK | P | P | P | P | P | P | P | P | P | P |
| 11 | ABHISHEK KANDI | P | P | P | P | P | P | P | A | P | P |
| 12 | DHANANJAYA ROUT | P | P | P | P | P | P | P | P | P | P |
| 13 | SANJUKTA BEHERA | P | P | P | P | A | P | P | P | P | P |
| 14 | ARPITA NAYAK | P | P | P | A | P | P | A | P | P | A |
| 15 | SUBHALAXMI DAS | P | P | P | P | A | P | P | P | P | P |
| 16 | SUSMITA OJHA | P | P | P | P | A | A | P | P | P | P |
| 17 | CHANDAN MALIK | P | P | P | P | P | P | P | A | P | P |
| 18 | ASHIS RANJAN BEHERA | A | P | P | P | P | P | P | P | P | A |
| 19 | S C SATYAJEET MALLICK | P | P | P | P | P | A | P | P | P | P |
| 20 | MANISHA GIRI | P | P | P | P | P | P | P | P | P | P |
| 21 | LAXMIPRIYA SWAIN | P | P | P | P | P | P | P | P | P | P |
| 22 | LAXMIPRIYA RATH | P | P | P | P | P | P | P | P | P | A |
| 23 | BARSA PRIYADARSINI NAYAK | A | P | P | P | P | A | P | P | A | P |
| 24 | SUSHREE PRIYADARSINI OJH | P | P | P | P | P | P | P | P | P | P |
| 25 | LIPSARANI DAS | P | P | P | P | P | P | P | P | P | P |
| 26 | DIPTIREKHA JENA | P | P | P | P | P | A | P | P | P | P |
| 27 | PRIYANKA MOHANTY | A | A | P | P | P | P | A | P | P | P |
| 28 | SARMISTHA SAHOO | P | P | P | P | P | P | A | P | P | A |
| 29 | PRITI PRIYADARSINI DAS | P | P | P | A | P | P | P | P | A | P |
| 30 | RAJASHREE MOHARANA | A | P | P | P | P | P | P | P | P | A |
| 31 | SATYAJIT BEHERA | | | | | | | | | | |
| 32 | | | | | | | | | | | |

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ACADEMIC YEAR 2021 - 22
## Value Added Course in Diploma in Computer Application (DCA)
### COURSE PROGRESS SHEET

NAME OF THE FACULTY:

| CLASS NO | DATE | SUBJECT | SIGNATURE | REMARK |
|---|---|---|---|---|
| 1 | 03/11/21 | Computer Fundamentals | | |
| 2 | 06/11/21 | Computer Fundamentals | | |
| 3 | 10/11/21 | Input device | | |
| 4 | 13/11/21 | Output device | | |
| 5 | 16/11/21 | Operating System | | |
| 6 | 19/11/21 | Operating System | | |
| 7 | 22/11/21 | Open Source operating System | | |
| 8 | 26/11/21 | Communicative English | | |
| 9 | 27/11/21 | Communicative English | | |
| 10 | 30/11/21 | Communicative English | | |
| 11 | 04/12/21 | Communicative English | | |
| 12 | 09/12/21 | Microsoft Word | | |
| 13 | 10/12/21 | Microsoft Word | | |
| 14 | 11/12/21 | Microsoft Word | | |
| 15 | 16/12/21 | Microsoft Word | | |
| 16 | 17/12/21 | Microsoft Excel | | |
| 17 | 24/12/21 | Microsoft Excel | | |
| 18 | 24/12/21 | Microsoft Power point | | |
| 19 | 28/12/21 | Microsoft Power point | | |
| 20 | 29/12/21 | Microsoft Power Point | | |
| 21 | 06/01/22 | DBMS - Microsoft Access | | |
| 22 | 07/01/22 | DBMS - Microsoft Access | | |
| 23 | 08/01/22 | Networking | | |
| 24 | 15/01/22 | Net Working | | |
| 25 | 20/01/22 | Internet | | |
| 26 | 21/01/22 | Internet Security | | |
| 27 | 22/01/22 | Programming Language | | |
| 28 | 27/01/22 | Web Technology | | |
| 29 | 28/01/22 | Web Technology | | |
| 30 | 29/01/22 | Project Guidance | | |

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# VALUE ADDED COURSE:

# DIPLOMA IN COMPUTER APPLICATION(DCA)

## DERABIS COLLEGE, DERABISH, DIST.-KENDRAPARA

# VALUE ADDED COURSE:

# DIPLOMA IN COMPUTER APPLICATION(DCA)
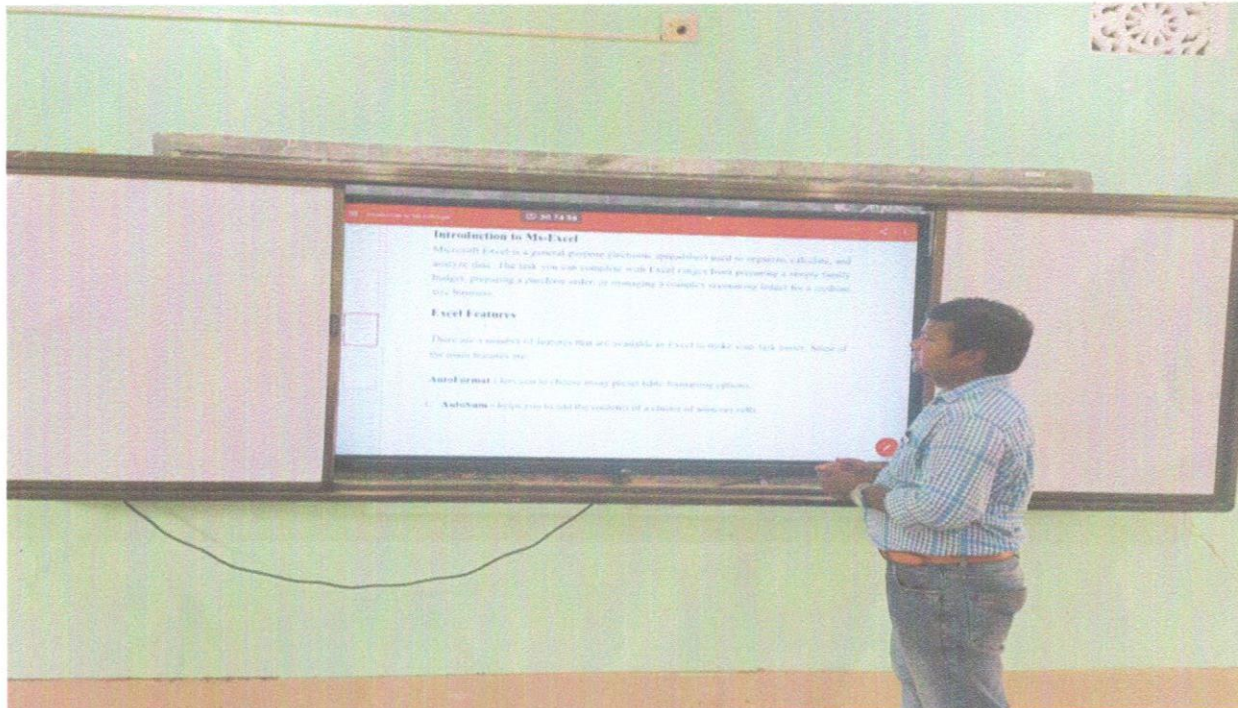
## DERABIS COLLEGE, DERABISH, DIST.-KENDRAPARA

# VALUE ADDED COURSE:

# MS OFFICE

## DERABIS COLLEGE, DERABISH, DIST.-KENDRAPARA