MUGBERIA GANGADHAR MAHAVIDYALAYA

P.O.—BHUPATINAGAR, Dist.—PURBA MEDINIPUR, PIN.—721425, WEST BENGAL, INDIA
NAAC Re-Accredited B-Level Govt. aided College
CPE (Under UGC XII Plan) & NCTE Approved Institutions
DBT Star College Scheme Award Recipient

E-mail: mugberia_college@rediffmail.com // www.mugberiagangadharmahavidyalaya.ac.in

Report

on

A SKILL DEVELOPMENT CERTIFICATE COURSE

ON

Microsoft Office

Course Period: 31st January - 16th February 2023

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Organized by

The Department of English in Collaboration with The Department of Mathematics

MugberiaGangadharMahavidyalaya

ACCREDITED BY NAAC WITH GRADE B+
Affiliated

to

Vidyasagar University

Bhupatinagar, Purba Medinipur – 721425



MUGBERIA GANGADHAR MAHAVIDYALAYA

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Date- 16.01.2023

NOTICE

It is hereby notified that the Department of English in collaboration with Department of Mathematics, is organizing a Skill Development Certificate Course on Microsoft Office (Jeevan Koushal) from 31st January to 16th February, 2023. Interested students are asked to complete their registration by 28th January, 2023. For any query, contact Prof. Ranita Bain and Dr. Kalipada Maity.

16.01.2023 Prof. Ranita Bain

THE RESIDENCE OF COMPANY OF MALE

Head, Dept. Of English

Dr. Swapan Kumar Misra 16.01-2023

Principal

Mugberia Gangadhar Mahavidyalaya

Mugberia Gangadhar Mahavidyalaya



Members present:

- 1. Ranita Bain HOD, Assistance Prof., Dept. of Mathematics
- 2. Dr. KalipadaMaity, HOD, Associate Prof., Dept. of Mathematics
- 3. Taniya Niyogi, Assistance Prof., Dept. of Mathematics
- 4. . Kalipada Barik, SACT Dept of English

A short meeting was arranged at 3 pm regarding the implementation of certificate course on "Microsoft Office" in our Department. All teachers of the department joined the meeting in time. Ranita Bain HOD of Dept. of English chaired the meeting.

Decision taken in the meeting is:

- (1) It is decided that Ranita Bain will be coordinator of this course.
- (2) It is decided that **Dr. KalipadaMaity** will be course director of this course.
- (3) The course period will be scheduled from 31th January, 2023 to 16th January 2023.

It is decided that	t the course will be d	lelivered by PPT	Presentation,	Computer Lab,	interaction an	d doubt
clearance	3	llong		with		an
examination on t	copic related to "Micro	osoft Office" fo	or all Semester	s student of Eng	glish Hon. The	Course
access fee for the	student is decided as I	Rs. 100/ The Ho	OD will forwar	d the matter for	approval of thi	s course
from	Academic	Sub-co	ommittee	to		IQAC.
Teachers are requ	ested to prepare a routi	ne for smooth run	ning of course.			

The meeting comes to end with a vote of thanks.

A Skill Development Certificate Course

On

"Microsoft Office"

Course period: 31st January – 16th February 2023

Course Director:

1) Dr. Kalipada Maity, HOD, Associate Prof., Dept. of Mathematics

Course Coordinators:

1) Ranita Bain, HOD & Assistant Professor, Dept. of English

Faculty Team:

- 1) Dr. KalipadaMaity, Associate Professor, Head, Department of Mathematics (UG & PG), MugberiaGangadharMahavidyalaya
- 2) Dr. Manoranjan De, Assistant Professor, Department of Mathematics (UG & PG) Mugberia Gangadhar Mahavidyalaya
- 3) Mr. Goutam Kumar Mandal, Contractual Teacher, Dept. of Mathematics.

Course Duration: 30 hrs.

Delivery Mode: Offline

Objective:

The MS Office Course provides you with Most of the Demanded Skills in the Computer Job Sector. With the skills of MS Office, Course People Can make Professional Documents, Design Pamphlet, Poster, Flyer, Brochure, ID Card, Entry Card, Document Covers, Data Entry Work, Data Management, Animated Theme Presentation, Online Emails, Social Media, Surfing, searching, Computer Operator, Document maker, Computer Office Administrator, Online Internet Operator, Accountant, Billing Operator, etc.

CERTIFICATE OF PARTICIPATION:

The participants will be provided Certificates on successful completion of the course. It is mandatoryfor all participants to attend all the classes.

REGISTRATION FEE: Rs. 100.00 (Hundred Rupees Only)

VENUE: Mathematics Lab, Department of Mathematics (UG & PG), Mugberia Gangadhar Mahavidyalaya.

NOTE: The Evaluation will be done by MCQ test and Project Report on Microsoft Office submission. Attendance is Compulsory.

Course specific outcome: Develop the basic concept of "Microsoft Office".

Curriculum approved by: Departmental Committee & IQAC, Mugberia Gangadhar Mahavidyalaya.

What is MS Office Course?

Microsoft (MS) Office is a fundamental desktop application. It facilitates organizing, managing, and presenting information. For professionals, it makes life easy & improves work efficiency.

Due to a lack of knowledge, all the features are not used up to the mark even though companies invest a lot in their licensing.

The underutilization of these resources leads to less productivity even though all of its resources are already available.

Microsoft Office Training in Vedantsri Insitute will make you aware of the whole caboodle of Microsoft Office. The course will also enable you to make optimum use of these unused resources.

The training is all-inclusive in a wide range of programs like Excel, Publisher, Notepad, Word, Access, and PowerPoint. The course contains how, where, and why to use these programs.

MS Office (Microsoft Office) Computer Course Syllabus:-

- 1. MS Word 2019
- 2. MS Excel 2019
- 3. PowerPoint 2019

MS Word Course Details

- Navigate the new MS Word interface.
- Create new documents and open existing documents.
- Use templates.
- Edit and format text, paragraphs, and whole documents.
- Use Microsoft Word for desktop publishing.
- Create brochures, flyers, and even business cards.
- Insert headers, footers, images, graphics, and video.

MS Excel Course Details

- We will learn Basics Formulas and Calculations
- Managing Basic Accounting
- How To Create A Pivot Table And Use For Data Modeling
- Managing Worksheets.
- Work With Conditional Formatting
- Excel Functions
- Sorting your Data
- Visual Basic For Applications And Many More With 100+ Projects

PowerPoint Course Details

- Navigate the PowerPoint interface
- Create new presentations from scratch or by using beautiful templates
- Add text, pictures, sounds, movies, and charts to your presentations
- Format the objects that you add to your presentations.
- Design slides using themes, colors, and special effects
- Animate objects on slides to bring them to life.
- Add special effects to slide transitions to spice up your presentations
- Work with Master Slides to make editing your presentation easy
- Set up slide shows and rehearse timings for your slides

Learning Outcome (Skills) in MS Office Course:

The MS Office Course provides you with Most of the Demanded Skills in the Computer Job Sector. With the skills of MS Office, Course People Can make Professional Documents, Design Pamphlet, Poster, Flyer, Brochure, ID Card, Entry Card, Document Covers, Data Entry Work, Data Management, Animated Theme Presentation, Online Emails, Social Media, Surfing, searching, Computer Operator, Document maker, Computer Office Administrator, Online Internet Operator, Accountant, Billing Operator, etc.

A career in MS Office Course?

After completing MS Office courses, there are a lot of jobs available for you to choose from. Your income will depend on how well to do the firm you join and how large their business is. Also important is the level that you join them at. Some jobs that you may come across in MS Office include:-

- Budget development and allocation.
- Human Resources.
- Procurement.
- Accounts and Finance.
- Risk Management.
- 6. Facilities Management.
- 7. Database management.
- 8. The day-to-day running of a business.
- 9. Clerical support.
- 10. Monitoring efficiency and productivity.
- 11. Employee appraisal.

Departmental Reports @ English: 2022-23

Certificate Course On "Microsoft Office"

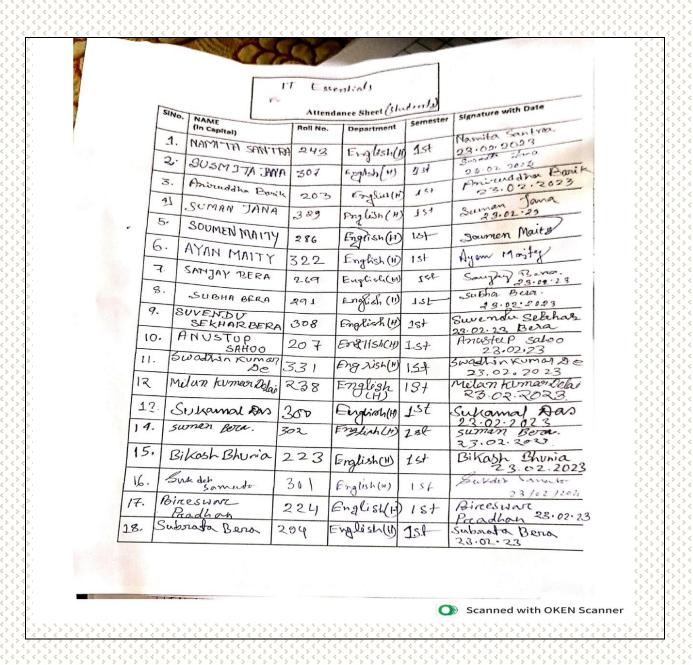
Course period: From 31st January – 16th February 2023

Department of The English in Collaboration with Mathematics Department

Mugberia Gangadhar Mahavidyalaya

Bhupatinagar :: Purba Medinipur :: 721425

List of register Students and their class attendance records



	T Ess	sentials		
6	Atten	dance Sheet (5)	(clouds)	
SINO. NAME (In Capital)	Roll No.	Department	Semester	Signature with Date
1. NAMITA SANTRA	243	English	151	23.02.2023
2. SUSMITA JAWA	307	English (H)	15F	Surmita thra 23.09.2023
3. Animuddhadwik	203	,	161	Aniend ha Donit 28,02,2023
ANA JANA	329	Fralish (H		Sunan Jana 3.02.23
5. SOUMENMAITY		Boglish (4)	Exercise 1	Samen Maity
6. AYAN MATT	286	EnglishM	W	-
7. SANJAV ID	322	English (*)		Agan Montey
	269	English (H)	254	Sanzay Berro.
9. SUBHABERA :	791	English (H)	151	Subha Bera. 2023
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11. Swadhin Kumar -	07 E	English (H)	15+	Anustup salvo 28.02.23
17 Mailanta	31 E	ngrish(H)	15+	Swadhin Kumo7. 23.02.2023
- Oplai	8 E	nglish	18+	Milon Kumar
13. Sukamal Das 30	DE	ingliably.	1SE	Dalai Da
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		4	154	Substata Berra 23.02.2023
15. Suman Bera 362	Eng	eglish(w) 1	'est	suman Bota.
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1. PRATIVAMANDAL 253 English IST	Signature - Brazeiva Mandal
2. NAMITA SANTRA 243 English 157	Namita Santra.
3. Sonali Jana 283 Gnalish 152	bonali Jona
4. Dipanjana Pal 227 English 1st	Dipanjana Pal
5. Labani Das 233 English 1st	Zabani Das
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13. Mahima Marti 235 English (4) 1st ru	ahima maity
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3	9) Subha Ber	A. 6	291	English (v)	141-	Subra Bera.
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12.	SANJAYBER	4 2	.69 8	पर्यादध(H)	184	Sangery Beroa.
43.	Ayan Prashan	21	8 6	english y	15/-	Dyan Pradhem
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		33) Pri	grish (b)	159	Swadhin Kunar
		20 7	F Eng	tish(H) t	st	Anustup sahoo
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(in Capital)	Roll No.	Department	Semester	Signature
54. Ankan Dhama	205	English		Amean hawa
55. Sonali Jana	281	English	131	Sonali Jana
56. Aparna Panall	خ الخ	English	1st	Apanna Pandit
57 Nivedita Maily	244	English (H)	134	Nivedita Maity?.
2		End (H)	T2+	Shipna Banik.
Sg. Mounita Mardal 2	72 E	(H) fr	ıst	Mounita Mandal
60. Trusta Das 3	13 E	rg (H)	785	Unisha.Dab.
61. Susama Bhuria 3	06 8	ng (H).	1st	Susama Bhunia.
	59 1	Eng (H)	Jet	Ranita sas
63. Dipanwita Pradhan. 22	8 Er	y(+1)	1st	Dipanwita Pradhan.
64. Sneyasi Shit 28	s En	na(H)	1sk	Soreyasi Shit
65. Anusri Dalai 20	6 En	g (H) 1	13+	Anusri Dolar
66 Sane hita Bura 260	s En	g (H) 1	3+	Sanchi-la bera.
7 Tanussee Dinda 31	1 Fno	dish(a)	257	Tanusree Dinde
8 Barnalata gara 219	1 1	Rish (H)		Bonalata Jana
Priganka Gire 327	1	push(H) 1		Projeganka Geirai
Sathi Gimi 271	Eng	(H) 1	st	Sathi Gimi
Pinki Bera 298	Eng	M) 1	57	Pinki Berra

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	1.	Azpila Samani	fa .	214	Eng (H)	15/	Anpila Samonta. 11.02.2023
	2.	Aparna Ma	岁	211	Eng (H)	1 st	Aparena Maity
_	3.	Moumila M	ail	241	Eng (H)	16+	Mournila Maily
\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	<i>J</i> .	Manisha B	OUL	237	Eng CH)	131	Manisha Bar 11.02.2023
5.	.	Atali Bor		217	Eng (H)	1 61	Hosi Bor 11.02.2023
6.		Lhayanika Prad	lhan	226	Eng (H)	1st	Chayanika Pradhan 11.02.2023
7. —	Ta	imushree Khown	ari '	310	Eng(H)	157	Tanushree Khama 11.02.23
<i>§</i> .	Sh	nabanti samo	orta	277	Eng (H)	1.84	Shnabanti Samar 11.02.2023
9,		DIPTA MAITY		299	English Honoury	157	Sudipta Maity 11th February, 23
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1. Aparno Berra 210	Eng (+1) 157 Aparino 023
2. Priya Mandel 257	Eng (+11 13+ Riya Mandal 11.2.3023
3. Anpita Somanta. 214	Eng (H) 13h Azpila Samarta
4. Aparna Maity 211 E	ng (H) 1st Aparna maily 11.02.2023
- 11. 2	ing (H) 154 Moumita Maity 11.02.2028
6. Manisha Bon 237 E	ma (H) 1st Manisha Box
7. Atosi Bor 217 En	nglish 1st Atosi Bon (H) 1st 11.02.2023
8. Chayanika Proadhan 226 Es	ng (H) 1st Chayanika Pradhan 11.02.23
	g(H) 18t Tanushree khamari
1 State and	19(H) 1st Shnabanti Semanta 11.02.2023
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	3	1	Ampita Samonto		Eng (H)	1st	Angila Savanta
,	4.		Iparna Mail		Eng (H)	7 st	Aparne Maity
1	5.	1	100mila mai	Py 241	Eng (H)	15+	Mounita Maitz
	6.	M	anisha B	on 237	Eng (H)	121	Manisha Bar
<u></u>	7.	H	osi Boo	217	Eng(H)	1sf	11.02.2023 Atosi Bap
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1. PRATIVA P	TANDA 253	English	157	Pscadiva Manda?
2. NAMITA SAN	TRA 243	English	167	Namita Santra
3. SONALI 3	ANA 283	Fralish		Gonali Jana
4. Dipanjano	Pal 227	Eaglish	154	Lipanjana Pal
5. Labani Das	233	English	121	Labani Das
6. Saheli Paha	ri 265	English	1 st	Saheli Pahara
7. RANITA KHAT	092 AU	Goglish	10t	Ronita Watera
8. Panbati Ben	a 247	English	ISF	Panbali Bena
9. Mallika Dag	236	English	1st	Mallika Das
10. Koyel Mait	230	English	18+	Koyer Maity
11. Anneshar Mas	y 209	English (H)	157	Anwester Monity
12. Sunitor Dor	304	English(H)	124	Suritor Das
13. Barsha Shê	221	English (H)	1st	Bartsha Shit
14. Mahima Maite		English (4)	121	mahima maity.
15. Tanushnee Janu	309	English (H	15+	
16. Basontinaety	222	English(H)	134	1, 1, .
17. Appita Sahoo	325	English(H	184	Ampita Sahoo
18. Koyel Patria	231	English (A)	151	Kojel Falma.

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		Attend	ance Sheet		
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NA L. PRATIVA	MANDA 23	53	English	157	Pscativa Mandaz
2. NAMITAS	ANTRA 24	13	English	182	Namita Santra.
3. SONALI	JANA 28	3	Frazlish	252	Gonali Jana
4. Dipanjac			Eaglish	125	Dipanjana Pal
5. Labari D		33	English	1 ₂₁	Laboni Das
6. Saheli Pah 7. RANITA			nglish	1 st	Saheli Pahara
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	21)	SUDIPTA JAS		English(H)	1st	Sudipla Jana
	22)	BrustyBer	a 225	English	181	Bristy Bera
2		Sukanal a	Den 300	Eng(H)	1st	Sukamal Ans
24	E	Fradhan	224	Eng(H)	15+	Birceswart Preadhan
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26		Counita Frado	nan 326	u	u	M. Pradhan
27.	Rig	ya maily	262	eng CH)	ıst	R. Maily
28.	Sh	ile Das	276	Eng(H)	152	Sr Das
29.	Trai	shna Paria	314	Eng(H)	1,4	Traishna Parcia
30.	Sw	mita Jana	307	Eng (H)	1st	Susmita Jama
31.	Swz	uti Panda	278	Eng (H)	1SH	Suruhi Panda
32.	Sono	ali Bena	280	Eng(tt)	1st	smali Bera.
33. k	ak	ali Das	229	Eng(H)	15)	- kakali Das.
39 A	mit	Maily	216	Eng (H)	1st	Asmita Maity
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36. Kr	ishr	ra Shlt	232	Eng(H)	1st	Krishna Shit

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1 43	Aniruddha &	Barik 203	English (H) 15+	Animuddha Borik	
	DE YACHAR		Eughish (H	188	Sanjay Berg.	
	yan Prasha	210	English (n set	Byan Pradian	
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"Some pictures of the class records and certificate distribution"









Departmental Reports @ English: 2022-23





"Microsoft Office"









Departmental Reports @ English: 2022-23





A SKILL DEVELOPMENT CERTIFICATE COURSE ON MICROSOFT OFFICE (JEEVAN KOUSHAL)

31st January to 16th February, (2023)

Organized by-

Department of The English
In collaboration with Department of The Mathematics



Bhupatinagar :: Purba Medinipur :: West Bengal :: 721425



This is to certify that

..... a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade . A

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34% and below.

Dr. Ranita Bain

Coordinament & HIGH Dept. of Myshah

Dr. Kalipada Maity

Common Direction & HOL Deept. of Mathematics

Dr. Swapan. Kumar. Misra

Principal Mugheria Gangadhar Mahavidyalaya

A SKILL DEVELOPMENT CERTIFICATE COURSE ON MICROSOFF OFFICE (JEEVAN KOUSHAL)

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This is to certify that Asmita Maity, a student of Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34 % and below.

Dr. Ranita Bain

Coordinates & HOD
Dept. of Implinh

Dr. Kalipada Maity Course Director & HOD Dunt, of Mathematics Dr. Swapan. Kumar. Misra

Principal Mugberia Gangadhar Mahavidyalaya

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This is to certify that

Soma Sasmal

, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ...

Note: Classification of grade is

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Dr. Ranita Bain

Coordination & HOD Dept. of Brightish Dr. Kalipada Maity

Commo Director & HOD Dupt. of Mathernesis Dr. Swapan. Kumar. Misra

Principal Magheria Gangadhar Mahavidyalaya

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MUGBERIA GANGADHAR MAHAVIDYALAYA

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This is to certify that

Date: 16th February, 2023

Krishna Shit

, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

Dept. of Lingson

Dr. Kalipada Maity

Course Director & HOD

Dr. Swapan. Kumar. Misra

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This is to certify that

Srinita Jana

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

Coordinates & HOD Dept. of FineMah Dr. Kalipada Maity

Course Director & HOD Dept. of Mathematics Dr. Swapan. Kumar. Misra

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On

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This is to certify that

Keyel Patra

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office" and obtained Grade

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Dr. Ranita Bain

Coordinates & HOD

Dr. Kalipada Maity
Course Director, & HOD

Dept. of Mathematics

Smm

Dr. Swapan. Kumar. Misra

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This is to certify that

Mallika Das , a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ... A

Note: Classification of grade is

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Dr. Ranita Bain

Coordinator & 1900 Dept of linguish

Dr. Kalipuda Maity

Dr. Swapan. Kumar. Misra

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This is to certify that

Labari Das

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ... A...

Note: Classification of grade is

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Dr. Ranita Bain

Dept. of English

Dr. Kalipuda Maity Course Director & HOD Dept. of Mathematics Dr. Swapan. Kumar. Misra

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This is to certify that

Nivedita Maity

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

Dept. of business

Dr. Kalipada Maity

Dr. Swapan. Kumar. Misra
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Mugheria Gangadhar Mahavidyalaya

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This is to certify that

Rojanner Bhucup , a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34 % and below

Dr. Kanita Bain

Confeligator & 1800 Dept. of Radiok Dr. Kalipada Maity

Dogst. of Wathernston

Dr. Swapan. Rumar. Misra

Principal Gangadhar Mahavidyalaya

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This is to certify that

Mounila Mandal

, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade^...

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34 % and below.

Dr. Ranita Bain

Coordination & HOD Dept. of Bradish Dr. Kalipuda Maity Course Director & HOD Dupt, of Mathematics Dr. Swapan. Kumar. Misra

Principal Mochesia Gangadhar Mahavidyalaya

On

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This is to certify that

Dhipna Banik

., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office" and obtained Grade ... A....

Note: Classification of grade is

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Dr. Ranita Bain

Coordinator & HOD

Dr. Kalipada Maity

Course Director & HOD

Dr. Swapan. Kumar. Misra

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MUGBERIA GANGADHAR MAHAVIDYALAYA

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This is to certify that

Date: 16th February, 2023

Saheli Panani

..... a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office" and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

Coordinator & MOD Dept. of English

Dr. Kalipada Maity

Commo Director & HOD

Dr. Swapan. Principal

Mugheria Gangadhar Mahavidyalaya

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This is to certify that Namila Sanlina, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ... A...

Note: Classification of grade is

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Dr. Ranita Bain

Dept. of langish

Dr. Kalipuda Maity

Course Director & HOD

Dr. Swapan. Kumar. Misra

Principal Mugheria Gangadhar Mahavidyalaya

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This is to certify that

Surmila Jana

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ... A....

Note: Classification of grade is

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Dr. Ranita Bain

Coordinates & HOD Dept. of Emplish Dr. Kalipada Maity

Dept. of Mathematics

Dr. Swapan. Kumar. Misra

Principal Mugberia Gangadhar Mahavidyalaya

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This is to certify that

Shivli Das

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

Coordinator & HOD Dept. of English Dr. Kalipada Maity Compas Director, & HOD

Dept. of Mathematics

Dr. Swapan. Kumar. Misra

Principal

Mugheria Gangadhar Mahavidyalaya

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MUGBERIA GANGADHAR MAHAVIDYALAYA

Bhupatinagar :: Purba Medinipur :: West Bengal :: 721425



This is to certify that

Triphona Pania

...., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

Coordinator & MOD

Dr. Kalipada Maity

Dent, of Mathematics

Dr. Swapan. Kumar. Misra

Principal Mugheria Gangadhar Mahavidyalaya

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This is to certify that

Moumila Pradhan

, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office" and obtained Grade A...

Note: Classification of grade is

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Dr. Ranita Bain

Coordinator & MOD Dept. of linguish

Dr. Kalipada Maity

Course Director & HOD

Dr. Swapan. Kumar. Misra

Principal Mugheria Gangadhar Mahavidyalaya

Date: 16th February, 2023

Dept. of Mathematics

On

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MUGBERIA GANGADHAR MAHAVIDYALAYA

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This is to certify that

Praliva Mandal

, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office" and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

Coordinator & HOD

Dr. Kalipada Maity

Book of Mathematic

Dr. Swapan. Kumar. Misra

Principal Mugneria Gangadhar Mahavidyalaya

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This is to certify that

Donali Jana

...., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

Coordination & HOD
Dept. of Bushish

Dr. Kalipuda Muity Course Director & HOD

Dupt. of Mathematics

Dr. Swapan. Kumar. Misra

Principal Mugheria Gangadhar Mahavidyalaya

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This is to certify that

Dusama Bhunia

., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ...A...

Note: Classification of grade is

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Dr. Ranita Bain

Coordinator & HOD
Dept. of line hab

Dr. Kalipada Maity Course Director & HOD Dept. of Mathematics Dr. Swapan. Kumar. Misra

Principal Mugberia Gangadhar Mahavidyalaya

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This is to certify that

Dipanjana Pal

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

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Dr. Ranita Bain

Coordinator & HOD
Dept. of Freshild

Dr. Kalipada Maity
Cauras Director & HOD

Dept. of Mathematics

Dr. Swapan, Kumar, Misra

Principal

Mugheria Gangadhar Mahavidyalaya

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This is to certify that

Riya Maily

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ...A....

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Dr. Ranita Bain

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Dept. of Broshish

Dr. Kalipada Maity Course Director & HOD Dept. of Mathematics Dr. Swapan. Kumar. Misra
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Mugheria Gangadhar Mahavidyalaya

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This is to certify that

Date: 16th February, 2023

Ranila Khatwa

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

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Dr. Ranita Bain

Coordinates & MOD Dept. of English Dr. Kalipada Maity
Common Dimediar & HOD

Dept. of Mathematics

Dr. Swapan. Kumar. Misra

Principal Mugheria Gangadhar Mahavidyalaya

A SKILL DEVELOPMENT CERTIFICATE COURSE ON MICROSOFT OFFICE (JEEVAN KOUSHAL)

31st January to 16th February, (2023)

Organized by-

Department of The English

In collaboration with Department of The Mathematics



Bhupatinagar :: Purba Medinipur :: West Bengal :: 721425



This is to certify that

Banalata Jana

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office" and obtained Grade

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34 % and below.

Dr. Ranita Bain Coordinates & HOD Dept. of Budhah Dr. Kalipada Maity Course Director & HOD Dent, of Mathematics Dr. Swapan. Kumar. Misra
Principal
Mugheria Gangadhar Mahavidyalaya

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This is to certify that

Ranila Das

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ...A...

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34 % and below.

Dr. Ranita Bain

Coordinator & HOD
Dept of linglish

Dr. Kalipada Maity Course Dheadar & HOD

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Dr. Swapan, Kumar, Misra

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This is to certify that

Priyanka Guri

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ... A

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34 % and below.

Date: 16th February, 2023

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Dr. Kalipada Maity Course Director & HOD Dant, of Mathematics Dr. Swapan. Kumar. Misra
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Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development Certificate Course on Microsoft Office" and obtained Grade

Note: Classification of grade is

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Date: 16th February, 2023

Dr. Ranita Bain Coordinates & HOD Dept. of British Dr. Kalipada Maity Cause Diverse & HOD Dans, of Masters Dr. Swapan. Kumar. Misra
Principal

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This is to certify that

Janustree Dinda

......, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

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This is to certify that

Sathi Gini

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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This is to certify thatSuman Bena, a student of Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office" and obtained Grade

Note: Classification of grade is

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Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development

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This is to certify that Saheb Mait , a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ...A....

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Dr. Ranita Bain

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This is to certify that

Rupam Panda

....., a student of

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participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade

Note: Classification of grade is

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Dr. Ranita Bain

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Prasenjit Mondal , a student of This is to certify that Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development Certificate Course on Microsoft Office"and obtained Grade ...A...

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Dr. Ranita Bain

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This is to certify that Ankan Dhaupia, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

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Supradip Kan This is to certify that a student of Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development Certificate Course on Microsoft Office" and obtained Grade

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Course Director & HOD Dept. of Mathematics Dr. Swapan. Kumar. Misra

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This is to certify that Sahel Bireswar Pradhan , a student of Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development Certificate Course on Microsoft Office" and obtained Grade

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Dr. Ranita Bain

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Course Director & HOD Dept. of Mathematics Dr. Swapan. Kumar. Misra

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Rohan Sasmal , a student of This is to certify that

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ... A....

Note: Classification of grade is

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Dr. Ranita Bain

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Dr. Kalipada Maity

Dr. Swapan. Kumar. Misra

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This is to certify that

Sayandip Karan

....., a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ...

Note: Classification of grade is

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Dr. Ranita Bain

Coordinates & HOD
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Course Director & HOD Dept. of Mathematics Dr. Swapan. Kumar. Misra

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This is to certify that	Sudip Rana	, a student of
Department of The English	, Mugberia Gangadhar Maha	widyalaya has successfully
	irty hours for certificate cours	
Certificate Course on Micr	rosoft Office" and obtained Gr	adeA

Note: Classification of grade is

Date: 16th February, 2023

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34 % and below.

Dr. Ranita Bain

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Dr. Kalipada Maity Course Director & HOD Dupt, of Mathematics

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This is to certify that Anustup Sahoo , a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office"and obtained Grade ...A...

Note: Classification of grade is

Date: 16th February, 2023

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Dr. Ranita Bain

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Umapada Bera This is to certify that a student of Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development Certificate Course on Microsoft Office" and obtained Grade

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Dr. Kanita Bain

Coordinates & HIGD Dept. of English

Dr. Kalipada Maity

Dr. Swapan, Kumar, Misra

Principal

Date: 16th February, 2023

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Dr. Ranita Bain

Coordinator & HOD
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Dr. Ranita Bain

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Dr. Kalipada Maity Commo Director & HOD

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This is to certify thatArthita.....Sahon......., a student of Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development Certificate Course on Microsoft Office" and obtained GradeA...

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34% and below.

Dr. Ranita Bain

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Dr. Ranita Bain

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Dr. Ranita Bain

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This is to certify thatAnaesha.....Maty........, a student of Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development Certificate Course on Microsoft Office" and obtained GradeA...

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Dr. Ranita Bain

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This is to certify that

Scooli Berra, a student of

Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

participated & completed thirty hours for certificate course on "A Skill Development

Certificate Course on Microsoft Office" and obtained Grade ... A...

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Dr. Ranita Bain

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Dr. Kalipuda Maity Course Districtor & HOD Dr. Swapan. Kumar. Misra

Principal Mugberia Gangadhar Mahavidyalaya

Date: 16th February, 2023

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Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully

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Dr. Ranita Bain

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Dr. Kalipuda Maity Course Director & HOD

Dr. Swapan. Kumar. Misra

Principal Mugberia Gangadhar Mahavidyalaya

A SKILL DEVELOPMENT CERTIFICATE COURSE ON MICROSOFT OFFICE (JEEVAN KOUSHAL)

31st January to 16th February, (2023)

Organized by-

Department of The English

In collaboration with Department of The Mathematics



Bhupatinagar :: Purba Medinipur :: West Bengal :: 721425



This is to certify thatKaKali.........................., a student of Department of The English, Mugberia Gangadhar Mahavidyalaya has successfully participated & completed thirty hours for certificate course on "A Skill Development Certificate Course on Microsoft Office" and obtained Grade

Note: Classification of grade is

A+: 80% and above; A: 65% to less than or equal to 79%; B: 50% to less than or equal to 64%; C: 35% to less than or equal to 49%; F: 34 % and below.

Dr. Ranita Bain

Coordinator & HOD
Dept. of Brisilish

Dr. Kailpada Maity Course Director & HOD

Dept. of Mathematics

Dr. Swapan. Kumar, Misra

Principal Mugheria Gangadhar Mahavidyalaya

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Date: 16th February, 2023

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