

WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS & SCIENCE



KAYALPATNAM

WAJEEHA SKILL ACADEMY



SKILL BASED COURSE ACTIVITIES 2012 ONWARDS



Writing has become rare with computer typing and for projects of the students at the UG level and PG level, up to the spiral binding is done by the DTP specialists and this lucrative course is offered in our college.



WAVOO WAJEEHA WOMEN'S COLLEGE

OF ARTS AND SCIENCE-KNANAYALATHA

(Affiliated to Manonmaniam Sundaranar University)

WAVOO SAR EDUCATIONAL TRUST



WAJEEHA SKILL ACADEMY

SKILL BASED COURSE - DESKTOP PUBLISHING (DTP)

SYLLABUS (2017 ONWARDS)

Course Overview

The Certificate in DTP is a curriculum for skill creation. It is a vocational training programme, in other words. In areas such as computer applications, DTP software, printing technology, graphic design, etc. the curriculum will train you.

Course Content

MS-Windows

- Introduction to Computer
- Computer Basic
- Creating Folder
- Directories

PageMaker

- Type Settings for Publication,
- Page Layout, Word Wrapping,
- Grouping, Merging two or more files,
- Creating columns, Tab settings,
- Paragraph settings, Hyphenation,
- Paper Style, Index & Table of Contents,
- Fonts, Mixing Text & Graphics,
- Linking objects, Printing facility.

CorelDraw

- Logo Designing, Frame Settings
- Graphical Tools, Bitmap & Shadow Effects
- Special Effects such as Perspective
- Blending, Text Settings into objects
- Alignment Setting
- Tabs, Power Line
- Power Clip
- Contour
- Import & Export Facility

Photoshop

➤ All Tools (Marquee Tool, Magnetic Tool, Slice Tool, Patch Tool, Clone Stamp Tool,

**PRINCIPAL
WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCES
Tiruchendur Road, Kayalpatnam-623 203
Theoothukudi Dist., Tamil Nadu:**

- Fill, Stroke Option
- Histogram, Group, Ungroup
- Lock Object, Colour Range
- Feather, Modify,
- Grow, Filter
- Liquify, Artistic
- Blur, Video Option etc

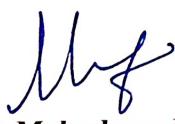
References :

DESKTOP PUBLISHING –DTP , CSC COMPUTER EDUCXATION TIRUCHENDUR.

I & Team

PRINCIPAL
WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE
Tiruchendur Road, Kayalpatnam - 639 204.
Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam		
Wajeeha Skill Academy 2022-2023		
Aug 2022 to Nov 2022		
Skill Based Course Activities - DTP		No.of.Students:26
Sec- A		
S.No	Class	Name
1	III BBA	ZAINAB JADHEERA M A
2		JESEEMA
3		NAJEEBA NUZAIHA A A
4	III Eco	MUKIRTHA S
5		NANTHINI
6	III B.Com	SULAIMA AFRA O N
7		UMMU NAZLA S S
8		HABEEBA HAWWA N
9		KATHER AFRA M S
10	III Eng	YASEEN SHAKEERA M S A
11		SAJIYA QURAISA S A
12		NASEEMA MARIYAM M
13		ASEEMA BEGAM.M
14		BEEVI FATHIMA NASEERA J.H
15		M.P.L.JAINAMBU HALIMA
16		S.M Aasiya Silmiya
17		EEMANUL MARFOUA S M
18	III Phy	KAVITHA A
19	III Tamil	ABIKA.R
20		ANITHA S
21		NISHA .C
22	III CS	ZAINAB. B
23		AHAMED YAMEENA.A
24		SALMA NAHLA M S
25	III Maths	AMINA AFFROSE U L
26		KATHEEJA ZUWAINA A R


(S.A.K. Muthu Mohudoom Fathima)

CO-ORDINATOR
WAJEEHA SKILL ACADEMY
Wavoo Wajeeha Women's College of Arts & Science
Tiruchendur Road,
Kayalpatnam - 628 204.


(Dr. R.C. Vasuki)

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Tiruchendur Road, Kayalpatnam - 628 204.
Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam Wajeeha Skill Academy 2022-2023 Dec 2022 to April 2023 Skill Based Course Activities - DTP No.of.Students:25		
Sec- A		
S.No	Class	Name
1	English	A.Allwinsha
2		A.Abila Theresa
3		S. Reena Felsita
4		K.Susithra
5	BBA	K.Naga Sorna
6		M.R.Subaida Mafroha
7		J.A Roshan Nighara Fathima
8		M.L.S Kader Thasneem
9		A. Irfana
10		P.Anandha Parvathi
11	B.com	V.Gomathi
12		K.Puvila
13		S.Mohamed Musfira
14		A. vasuma @ Bamina
15	Maths	M.Induja
16		R.Ramalakshmi
17		S.M.B. Fathima Thahira
18		R.Jeyajothi
19		M.A. Kaneesha Fathima
20		K.Sakthi @Thirukalaiyaras
21	Physics	M.Fathima Farisha
22		L.Asha Gopika
23	CS	R.Anna Swetha
24		M.Karthika @Uma
25		J.S.Hathun Thouhida

(S.A.K. Muthu Mohudeem Fathima)

CO-ORDINATOR
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Kayalpatnam - 628 204.

(Dr. V. Rama)

PRINCIPAL
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OF ARTS AND SCIENCE
Tiruchendur Road, Kayalpatnam - 628 204,
Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science, Kavalpatnam

Wajeeha Skill Academy 2022-2023

DTP

Venue:

118

Staff Name:

James

PRINCIPAL

**PRINCIPAL
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Tiruchendur Road, Kayalpathnam-628 204.
Thoothukudi Dist., Tamil Nadu.**

CO-ORDINATOR

WAJEEHA SKILL ACADEMY

Wavoo Waieeha Women's College of Arts & Science

Tiruchendur Road,
Kavalpatnam - 628 204.

10 11 12

182

Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam

Wajeeha Skill Academy 2022 - 2023

DTP

Venue :

IT Lab

Staff Name:

S.No	Class	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
1	III BBA	ZAINAB JADHEERA M A	x	x	x	a	a	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
2		JESEEMA	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
3		NAJEEBA NUZAIHA A A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
4	III Eco	MUKIRTHA S NANTHINI	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	
5			x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
6		SULAIMA AFRA O N	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
7	III B.Com	UMMU NAZLA S S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
8		HABEEBA HAWWA N	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
9		KATHER AFRA M S	a	a	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
10	III Eng	YASEEN SHAKEERA M S A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
11		SAJIYA QURAISA S A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
12		NASEEMA MARIYAM M	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
13		ASEEMA BEGAM.M	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
14		BEEVI FATHIMA NASEERA	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
15		M.P.LJAINAMBU HALIMA	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
16		S.M Aasiya Silmiya	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
17		EEMANUL MARFOUA S M	a	a	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
18	III Phy	KAVITHA A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
19	III Tamil	ABIKA.R	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
20		ANITHA S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
21		NISHA.C	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
22	III CS	ZAINAB. B	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
23		AHAMED YAMEENA.A	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
24		SALMA NAHLA M S	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
25	III Maths	AMINA AFFROSE U L	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
26		KATHEEJA ZUWAINA A R	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
NO. OF PRESENTS			21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48		
NO. OF ABSENTS			2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
STAFF SIGNATURE			21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48		

CO-ORDINATOR
WAJEEHA SKILL ACADEMY
 Wavoo Wajeeha Women's College of Arts & Science
 Tiruchendur Road,
 Kayalpatnam - 628 204.

WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS & SCIENCE
 Tiruchendur Road, Kayalpatnam - 628 204



Regd. Number : **TCR - 01/ 2023**

Date : **15-May-2023**

Diploma in DTP

This Diploma is awarded to ALLWINSHA A

for successful completion of the course for the period from 17-DEC-2022

to 28-APR-2023 at Wavoo Wajeeha Women's College of Arts and Science,

Kayalpatnam and has been placed in the overall grade "A"

COURSE COVERAGE

- Adobe PageMaker
- Adobe Photoshop
- Corel Draw
- Language Computing
- Equation Editor

I. Thilaga

I. THILAGA
Chairman
CSC Computer Education (P) Ltd.

GANESH IYAMPERUMAL
Managing Director
CSC Computer Education (P) Ltd.

PRINCIPAL
Wavoo Wajeeha Women's College
Arts & Science

GRADE :	A-EXCELLENT	B-VERY GOOD	C-GOOD	D-SATISFACTORY
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Corporate Office : 151/3, South West Boag Road, T.Nagar, Chennai - 600 017. Tamilnadu, India.



WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE, KAYALPATTINAM
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WAVOO SAR EDUCATIONAL TRUST



WAJEEHA SKILL ACADEMY
SKILL BASED COURSE - DESKTOP PUBLISHING (DTP)
SYLLABUS (2017 ONWARDS)

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- Directories

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- Fonts, Mixing Text & Graphics,
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- Logo Designing, Frame Settings
- Graphical Tools, Bitmap & Shadow Effects
- Special Effects such as Perspective
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- Alignment Setting
- Tabs, Power Line
- Power Clip
- Contour
- Import & Export Facility

Photoshop

- All Tools (Marquee Tool, Magnetic Tool, Slice Tool, Patch Tool, Clone Stamp Tool,

J. f. ceaw
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WAVOO WAJEEHA WOMEN'S COLLEGE
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Tiruchendur Road, Kayalpatnam-623 204
Theoothukudi Dist., Tamil Nadu.

- Fill, Stroke Option
- Histogram, Group, Ungroup
- Lock Object, Colour Range
- Feather, Modify,
- Grow, Filter
- Liquify, Artistic
- Blur, Video Option etc

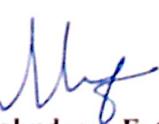
References :

DESKTOP PUBLISHING –DTP , CSC COMPUTER EDUCXATION TIRUCHENDUR.

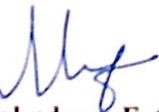
PFteam

PRINCIPAL
WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE
Tiruchendur Road, Kayalpatnam-629 204.
Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam		
Wajeeha Skill Academy 2019-2020		
July 2019 to October 2019		
Skill Based Course Activities - DTP		No.of.Students:13
Sec- A		
S.No	Class	Name
1	III Tamil	T. Arockia Princy
2		P. Gayathri
3		B. Jenisha
4		M. Sowtharya
5	III Maths	S.A. Sithi Fouziya
6		S. Ananthammal
7		S. Farsana Sumaiya
8		A. Foumitha Fathima
9	III B.Com	J. Lidiya
10		J. Lilly
11		E. Petchiammal
12		P. Sridevi
13		S. Ramalakshmi


(S.A.K. Muthu Mohudoom Fathima)

CO-ORDINATOR
WAJEEHA SKILL ACADEMY
Wavoo Wajeeha Women's College of Arts & Science
Tiruchendur Road,
Kayalpatnam - 628 204.

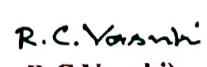

R.C. Vasuki
(Dr. R.C. Vasuki)

PRINCIPAL
WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE
Tiruchendur Road, Kayalpatnam-628 204,
Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam		
Wajeeha Skill Academy 2019-2020		
Dec 2019 to Mar 2020		
Skill Based Course Activities - DTP		No.of.Students:16
Sec- A		
S.No	Class	Name
1	III TAMIL	SARA SAMEERA .B
2	III PHY	RAMYA.J
3		AMIRTHA SELVAM.M
4		SHANTHLA
5		FREEDA.L
6	III ENG	AFEEFA SHALIHA.V
7		AMINA MARWA.J
8		ATHIYA A.J
9		GIFTA.R
10	I ENG	ANUSHYA.R
11		MOHAMED NOOR ASMA.M
12		MIRACLE BRIGHTY G.J
13	II IT	SUBHA LAKHMI.P
14		SUJITHA KILDA.P
15		SUNITHA.R
16		MUTHESWARI.S


(S.A.K. Muthu Mohudoom Fathima)

CO-ORDINATOR
WAJEEHA SKILL ACADEMY
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Tiruchendur Road,
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(Dr. R.C. Vasuki)

PRINCIPAL
WAVOO WAJEEHA WOMEN'S COLLEGE
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Tiruchendur Road, Kayalpatnam-628 204,
Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science

Kayalpatnam

Wajeeha Skill Academy 2019-2020

December to March

DTP

Staff Name:

S.No	Class	Name	DTP																		Venue :											
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
1	II Tamil	SARA SAMEERA B	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
2		SARANYA R	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
3		RAMYA J	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
4	II Phy	AMIRTHA SELVAM V	X	X	X	A	A	A	X	X	X	X	A	A	A	X	X	X	X	X	A	A	A	A	A	A	X	X	X	X	X	
5		SHANTHI A	X	X	X	X	A	A	X	X	X	X	X	X	X	X	X	X	X	X	A	A	A	A	A	A	X	X	X	X	X	
6		FREEDA I	X	X	X	A	A	A	X	X	X	X	X	X	X	X	X	X	X	X	A	A	A	A	A	A	X	X	X	A	X	
7		ATEEJA SHALJHA V	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A	A	A	A	A	A	X	X	X	X	X	
8	III Eng	AMINA MARWA J	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A	A	A	A	A	A	X	X	X	X	X
9		ATHIYA A J	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10		GIFTA B	X	X	A	A	A	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
11		ANUSHIYA R	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A	A	A	A	A
12	I Eng	MOHAMED NOOR ASMA M	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13		MIRACLINE BRIGHTY G J	X	X	X	X	A	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
14		SUBHA LAKSHMI P	A	X	A	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
15		SUJITHA KILDA P	A	X	A	A	A	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A	A
16		SUNITHA R	A	X	X	X	X	X	X	A	X	X	X	X	X	X	X	X	X	X	X	A	A	A	A	X	X	X	X	X	X	
17		MUTHESWARI S	A	X	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
		NO OF PRESENTS	13	14	15	11	13	14	15	15	17	16	15	16	16	15	12	14	17	16	15	12	13	14	17	14	16	15	15	15		
		NO OF ABSENTS	4	2	2	6	4	3	2	2	1	2	1	1	2	5	3	1	2	5	2	3	1	3	1	2	2	2	2	2	2	
		STAFF SIGNATURE	WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS & SCIENCE Thiruhenpur Road, Kayalpatnam-623 204																													

WAVOO WAJEEHA WOMEN'S COLLEGE

OF ARTS & SCIENCE

Thiruhenpur Road, Kayalpatnam-623 204

Wavoo Wajeeha Women's College of Arts and Science

Kayalpatnam

Wajeeha Skill Academy 2019-20

July to October

DTP

Venue :

aff Name:

		DD/MM/YY	1/4/19	2/4/19	3/4/19	4/4/19	5/4/19	6/4/19	7/4/19	8/4/19	9/4/19	10/4/19	11/4/19	12/4/19	13/4/19	14/4/19	15/4/19	16/4/19	17/4/19	18/4/19	19/4/19	20/4/19	21/4/19	22/4/19	23/4/19	24/4/19	25/4/19	26/4/19	27/4/19	28/4/19	29/4/19	
No	Class	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
1	III Tamil	T. Arockia Princy	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
2		P. Gayathri	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
3		B. Jenisha	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
4		M. Sowntharya	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
5		S.A. Sithi Fouzia	-	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
6	III B.Com	S. Ananthammal	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
7		S. Farsana Sumaiya	x	x	x	x	x	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	a	x	x	x			
8		A. Foumitha Fathima	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
9		I. Lidiya	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
0		J. Lilly	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
1		E. Petchiammal	x	x	x	x	x	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a	a		
2		P. Sridevi	x	x	x	x	x	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		
3		S. Ramalakshmi	x	x	x	x	a	x	x	x	x	a	a	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x			
		NO. OF PRESENTS	11	13	13	13	13	13	12	10	12	10	11	12	10	11	12	10	11	13	12	12	12	11	12	13	13	13	12	12	12	
		NO. OF ABSENTS	2	1	1	1	1	5	2	1	3	1	3	2	1	2	2	2	1	1	1	1	1	1	1	1	1	1	1	1	1	1
		STAFF SIGNATURE	Wavoo Wajeeha Women's College of Arts and Science KAYALPATNAM Tamil Nadu India Date: 15/04/2019																													



WAVOO WAJEEHA WOMEN'S COLLEGE

OF ARTS AND SCIENCE, KAYALPATTINAM

(Affiliated to Manonmaniam Sundaranar University)

WAVOO SAR EDUCATIONAL TRUST



WAJEEHA SKILL ACADEMY

SKILL BASED COURSE - DESKTOP PUBLISHING (DTP)

SYLLABUS (2017 ONWARDS)

Course Overview

The Certificate in DTP is a curriculum for skill creation. It is a vocational training programme, in other words, in areas such as computer applications, DTP software, printing technology, graphic design, etc. the curriculum will train you.

Course Content

MS-Windows

- Introduction to Computer
- Computer Basic
- Creating Folder
- Directories

PageMaker

- Type Settings for Publication,
- Page Layout, Word Wrapping,
- Grouping, Merging two or more files,
- Creating columns, Tab settings,
- Paragraph settings, Hyphenation,
- Paper Style, Index & Table of Contents,
- Fonts, Mixing Text & Graphics,
- Linking objects, Printing facility.

CorelDraw

- Logo Designing, Frame Settings
- Graphical Tools, Bitmap & Shadow Effects
- Special Effects such as Perspective
- Blending, Text Settings into objects
- Alignment Setting
- Tabs, Power Line
- Power Clip
- Contour
- Import & Export Facility

Photoshop

- All Tools (Marquee Tool, Magnetic Tool, Slice Tool, Patch Tool, Clone Stamp Tool,

J. S. Devaraj
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WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE
Tiruchendur Road, Kayalpattinam - 628 004
Thenithukudi Dist., Tamil Nadu

- Fill, Stroke Option
- Histogram, Group, Ungroup
- Lock Object, Colour Range
- Feather, Modify,
- Grow, Filter
- Liquify, Artistic
- Blur, Video Option etc

References :

DESKTOP PUBLISHING –DTP , CSC COMPUTER EDUCXATION TIRUCHENDUR.

J. f. Ram

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OF ARTS AND SCIENCE
Tiruchendur Road, Kayalpatham - 629 204.
Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam		
Wajeeha Skill Academy 2018-2019		
July 2018 to October 2018		
Skill Based Course Activities - DTP		No.of.Students:13
Sec- A		
S.No	Class	Name
1	III Tamil	Esakki Kayathri S
2		Parthiba.J
3		Muthu Indira M
4		Angelin Pappa M
5	III Eng	Beevi Fathima M N
6		Altino Jane J
7		Mahmoodha Marzan J S
8		Mumtaj Beevi K R
9		Anitha Velbharathi R
10		Seyed Halima Afiya M N
11		Muthu Lakshmi K
12		Sowmiya R
13	III Eco	Divya M


(S.A.K. Muthu Mohudoom Fathima)

CO-ORDINATOR
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Wavoo Wajeeha Women's College of Arts & Science
Tiruchendur Road,
Kayalpatnam - 628 204.

R.C.Vasuki
(R.C.Vasuki)

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Tiruchendur Road, Kayalpatnam - 628 204.
Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam		
Wajeeha Skill Academy 2018-2019		
Dec 2018 to April 2019		
Skill Based Course Activities - DTP		No.of.Students:14
Sec- A		
S.No	Class	Name
1	III B.A Eng	Abisha Begam M A
2		Jeba Achsah R
3		Rufina P
4		Sherline Mahiba S
5	III B.Sc Maths	Faleela Sadakathullah Shaduly
6		Khatheja Shireen S
7		Rishadha S
8		Sultan Rukhaila M A C
9	III B.Com	Hiba B
10	III Physics	Muthu Pappa P
11		Nandhini K
12		Priya Dharshini M
13		Siva Priya A
14	III Tamil	Shenbagavalli


 (S A K Muthu Mohudoom Fathima)

CO-ORDINATOR
WAJEEHA SKILL ACADEMY
 Wavoo Wajeeha Women's College of Arts & Science
 Tiruchendur Road,
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 (Dr. R.C.Vasuki)

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 OF ARTS AND SCIENCE
 Tiruchendur Road, Kayalpatnam-628 204,
 Thoothukudi Dist., Tamil Nadu.

Wavoo Wajeeha Women's College of Arts and Science

Kayalpatnam

Wajeeha Skill Academy 2018-2019

July to October

DTP

Staff Name :

Venue : CS Lab

S.No	Class	Name	Date / Month																														
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	
1	III Tamil	Esakkki Kavithri S ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
2		Parthiba J ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
3		Muthu Indira M ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
4		Angelin Pappa M ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
5	III Eng	Beevi Fathima M N ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓		
6		Altino Jane J ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
7		Malimoodha Marzan J S ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
8		Mumtaj Beevi K R ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
9		Anitha Vellbarathi R ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
10		Seyed Halima Afiya M N ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
11		Muthu Lakshmi K ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
12		Sowmiya R ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
13	III Eco	Divya M ✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
		NO. OF PRESENTS	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10		
		NO. OF ABSENTS	3	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1
		STAFF SIGNATURE	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

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01/08/18

Wavoo Wajeeha Women's College of Arts and Science

Kavolpetnam

Wajeeha Skill Academy, 2018-2019

December to April

—DTP

First Name:

DD/MM/YY

Venue :

**R. C. WAWOO
PRINCIPAL
WAVOO WAJEFTHA WOMEN'S COLLEGE
OF ARTS & SCIENCE
Tiruchendur Road, Kayalpatnam-628 204.**



COMPUTER SOFTWARE COLLEGE
An ISO 9001 : 2015 Certified Institution



Regd. Number : 7

Date : 08-Apr-19

Diploma in DTP

This Diploma is awarded to

PRIYA DARSHINI M

*for successful completion of the course for the period
from 12-Dec-2018 to 05-Apr-2019 at Wavoo Wajeeha Women's
College of Arts and Science, Kayalpatnam and has been
placed in the overall grade A*



ISO 9001:2008

COURSE COVERAGE

- Adobe PageMaker
- Adobe Photoshop
- Corel Draw
- Language Computing
- Equation Editor

I. Thilaga

I. THILAGA
Chairman
CSC Computer Education (P) Ltd.

GANESH IYAMPERUMAL
Managing Director
CSC Computer Education (P) Ltd.

R. C. Vaanki

Principal
Wavoo Wajeeha Women's College
Arts & Science

GRADE : A-EXCELLENT B-VERY GOOD C-GOOD D-SATISFACTORY

Corporate Office : 151/3, South West Boag Road, T.Nagar, Chennai - 600 017, Tamilnadu, India.