

Wavoo Wajeeha Women's College of Arts and Science Kayalpatnam

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)

Run by Wavoo SAR Educational Trust

(Minority Institution)

CRITERIA V

Student Support

5.1.2 Capacity building and skills enhancement activities are organized for improving students capability.

➤ **ICT / Computing Skills**

Supporting Documents

Submitted to

THE NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)



WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS & SCIENCE - KAYALPATNAM

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)
Run by Wavoo SAR Educational Trust
(Minority Institution)

5.1.2 Capacity building and skills enhancement activities are organized for improving students capability

1. ICT/Computing Skills

| Year | Capacity building and skills enhancement activities | Name of the capacity enhancement activities | Date | Number of students enrolled |
|--------------|---|---|------------|-----------------------------|
| 2019 to 2020 | ICT/Computing Skill | a)Tally | 01.07.2019 | 58 |
| | | b)DTP | | 29 |
| | | c)Basic Computer | | 86 |
| | | d)ICT courses | | 14 |
| | | e)Data mining | 14.08.2019 | 143 |
| | | | Total | 330 |

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

Circular

Wajeeda Skill Academy is going to conduct skill based courses for 60 hours from 01.07.2019. The students can enroll their names to Mrs. S.A.K. Muthu Mohudoom Fathima, Director-Wajeeda Skill Academy.

Details of courses offered in Wajeeda Skill Academy

| S. No | YEAR | COURSES |
|-------|----------|--|
| 1 | I YEAR | Spoken Hindi Quran Reading Spoken English Basic Computer |
| 2 | II YEAR | Aari work Jewel making Hand Work Tailoring Hand Embroidery |
| 3 | III YEAR | TNPSC Beautician Driving Nutrition Soft Skills Tally DTP Yoga |

3 / 6


Director

Date: 25.06.2019

R. C. Vasuki
Principal
WAVEO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE
Truchendur Road, Kayalpattanam - 628 204

Circular

Wajeeda Skill Academy is going to conduct skill based courses for 60 hours from 17.12.2019. The students can enroll their names to Mrs. S.A.K.Muthu Mohudoom Fathima, Director- Wajeeda Skill Academy.

Details of courses offered in Wajeeda Skill Academy

| S. No | YEAR | COURSES |
|-------|----------|--|
| 1 | I YEAR | Spoken Hindi Quran Reading Spoken English Basic Computer R-Programming |
| 2 | II YEAR | Aari work Jewel making Hand Work Tailoring Hand Embroidery |
| 3 | III YEAR | TNPSC Beautician Driving Nutrition Soft Skills Tally DTP Yoga |

Director

Date: 09.12.2019

R.C.M. 4/6
Princ.
AVOO WAJEEHA WOMEN'S
OF ARTS AND SCIENCE
Trichendur Road, Kavalpalnam - 628 204

WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS & SCIENCE



KAYALPATNAM

WAJEEHA SKILL ACADEMY



SKILL BASED COURSE ACTIVITIES 2012 ONWARDS



This is a coveted course by almost all the Commerce graduates and post graduates with an intension of becoming accountants and office assistants. Students trained here have been appointed as accountants and office assistants in various offices including our own college. The value of the course gets added up with a Tie up with CSC.



WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE, KAYALPATNAM

(Affiliated to Manonmaniam Sundaranar University)

WAVOO SAR EDUCATIONAL TRUST



WAJEEHA SKILL ACADEMY
SKILL BASED COURES - TALLY
SYLLABUS (2017 ONWARDS)

Tally course syllabus is framed by Tally certified experts which will help you to understand how to perform Accounting, Inventory and Basic Taxation (GST, TDS) from the basic to advanced level. This Tally ERP syllabus makes you expert in Accounting and Finance domain from the scratch.

BASIC OF ACCOUNTING

- Introduction
- Types of Accounts
- Accounting Principles or concepts
- Mode of Accounting
- Rules of Accounting
- Double-entry system of bookkeeping

FUNDAMENTALS OF TALLY.ERP 9

- Company Features
- Configuration
- Getting functions with Tally.ERP9
- Creation / setting up of Company in Tally.ERP9

ACCOUNTING MASTERS IN TALLY.ERP 9

- Chart of Groups
- Groups
- Multiple Groups
- Ledgers
- Multiple Ledgers

INVENTORY MASTERS IN TALLY.ERP9

- Stock Groups
- Multiple Stock Groups
- Stock Categories
- Multiple Stock Categories
- Units of Measure
- Stock Items

J. S. Ram

PRINCIPAL
WAVOO WAJEEHA WOMEN'S COLLEGE
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Tiruchendur Road, Kayalpatnam - 623 204,
Thoothukudi Dist., Tamil Nadu.

VOUCHERS ENTRIES IN TALLY.ERP9

- Introduction
- Types of Vouchers
- Chart of Vouchers
- Accounting Vouchers
- Inventory Vouchers
- Invoicing

ADVANCE ACCOUNTING IN TALLY.ERP9

- Bill-wise details
- Cost centres and Cost Categories
- Multiple currencies
- Interest calculations
- Budget and controls
- Scenario management
- Bank Reconciliation

ADVANCE INVENTORY IN TALLY.ERP9

- Order Processing
- Recorder Levels
- Batch-wise details
- Bill of Materials
- Batch-Wise Details
- Different Actual and Billed Quantities
- Price Lists
- Zero-Valued Entries
- Additional cost details
- POS

TAXES IN TALLY.ERP9

- TDS
- TDS Reports
- TDS Online Payment
- TDS Returns filing
- TDS Certificate issuing
- 26AS Reconciliation
- TCS
- TCS Reports GST

TECHNOLOGICAL ADVANTAGES IN TALLY.ERP9

- Tally vault
- Security controls
- Tally Audit
- Backup and restore
- Split company data
- Import and export of data



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- Printing Reports and Cheques
- Create a Company Logo

PAYROLL ACCOUNTING IN TALLY.ERP9

- Employee Creation
- Salary Define
- Employee Attendance Register
- Pay Heads Creation
- Salary Report

GENERATING REPORTS IN TALLY.ERP9

- Financial Statements
- Trading Account
- Profit & Loss Account
- Balance Sheet
- Accounts Books and Reports
- Inventory Books and Reports
- Exception Reports
- Statutory Reports
- Payroll Reports
- Trail balance
- Day Book
- List of Accounts
- Stock Summary
- Outstanding Statement

References:

Tally - Tally ERP, CSC COMPUTER EDUCATION, TIRUCHENDUR.



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OF ARTS AND SCIENCE
Tiruchendur Road, Koyalpatnam - 623 204,
Thoothukudi Dist., Tamil Nadu.

| Wavoo Wajeetha Women's College of Arts and Science, Kayalpatnam | | |
|---|-----------|-----------------------|
| Wajeetha Skill Academy 2019-2020 | | |
| July 2019 to October 2019 | | |
| Skill Based Course Activities - Tally | | No.of.Students:36 |
| Sec- A | | |
| S.No | Class | Name |
| 1 | III Tamil | M. Bharathi |
| 2 | | P. Dishani |
| 3 | | P. Hemalatha |
| 4 | | S. Jeevitha |
| 5 | | A. Kunmani |
| 6 | | V. Madhu Manisha |
| 7 | | A. Maharasi |
| 8 | | K. Marisangeetha |
| 9 | | N. Naga Jothi |
| 10 | | M. Nanthini |
| 11 | | C. Prathiba |
| 12 | | M. Sangeetha |
| 13 | | B. Sara Sameera |
| 14 | | R. Serma Devi |
| 15 | | J. Shalu |
| 16 | | P. Siva Lakshmi |
| 17 | | S. Sneka |
| 18 | | R. Thilsath |
| 19 | | J. Udhaya Lakshmi |
| 20 | III IT | S. Jeyasubha |
| 21 | | S. Joyce |
| 22 | | S. Sneka |
| 23 | III BBA | S. Eliza |
| 24 | | Z.M. Fathima Muallifa |
| 25 | III BBA | A. Mehrin Fajeela |
| 26 | | M. Mohana Santhiya |
| 27 | | A. Rameesa Barvin |
| 28 | | M. Sulaiha Farha |
| 29 | III Eng | V. Afeefa Shaliha |
| 30 | | A.J. Athiya |
| 31 | | B. Mercy Abitha |
| 32 | | S. Panimalar |
| 33 | | T. Sathiya Prabha |
| 34 | | M. Revathi |
| 35 | | P. Jenoline Princela |
| 36 | III Eco | Antony Selshiya G |


(S.A.K.Muthu Mohudoom Fathima)
Director
WAJEEHA SKILL ACADEMY
 Run by: Wavoo SAR Educational Trust
 Tiruchendur Road,
 Kayalpatnam - 628 204.

R. C. Vasuki
(Dr. R.C.Vasuki)
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 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 - Tally | | No.of.Students:22 |
| Sec- A | | |
| S.No | Class | Name |
| 1 | III B.COM | ANANTHA JOTHI .C |
| 2 | | ANANTHAMMAL .S |
| 3 | | ANURATHA .V |
| 4 | | BHAVANI.M |
| 5 | | DEVIMUTHUMARI .M |
| 6 | | MUTHU SELVI.P |
| 7 | | NANDHINI .S |
| 8 | | NIRMALA.T |
| 9 | | PETCHIAMMAL .E |
| 10 | | SANTHIYA.C |
| 11 | | SORNAM.M |
| 12 | | VANAROJA.M |
| 13 | III BBA | NAYEEMA BALKEES S.A |
| 14 | III PHY | SATHYA PRIYA .B |
| 15 | | SEETHA LAKSHMI.M |
| 16 | | SNEKA KRISHNA.T |
| 17 | III ENG | LOGA SANKARIS |
| 18 | | AKILA.S |
| 19 | | MOGUDOO ALI FATHIMA T.M.S |
| 20 | III MATHS | NAVEENA .C |
| 21 | | SABURUN SHAFIQUA .A |
| 22 | | SATHIYA.R |


 (S.A.K.Muthu Mohudoom Fathima)
 Director

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

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

Tally

Venue :

[illegible]

[illegible]

December to March

Tally

Staff Name: Panamashwari

Venue :

[illegible]

[illegible]

Regd Number : 11

Date : 18-03-2020

Certified Computer Accountant Using **Tally.ERP 9**

This Diploma is awarded to LOGA SANKARI.S
for successful completion of the course for the period from 16-12-2019
to 16-03-2020 at Wavoo Wajeetha Women's College of Arts and Science,
Kayalpatnam and has been placed in the overall grade "A"

COURSE COVERAGE

- | | |
|-----------------------------|-----------------|
| ✓ Remote Access | ✓ Inventory |
| ✓ Integrated Support Centre | ✓ Reports |
| ✓ Excise for Manufacturers | ✓ Multilanguage |
| ✓ TDS Enhanced | ✓ GST, TDS, TCS |
| ✓ Payroll, Point of Sales | |


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


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

R.C.Vasanthi
PRINCIPAL
Wavoo Wajeetha Women's College
Arts & Science

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

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.



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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,


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- 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 EDUCATION TIRUCHENDUR.



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Tiruchendur Road, Kayalpatnam - 629 204.
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| 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. Sowndharya |
| 5 | III Maths | S.A. Sithi Fouziya |
| 6 | III B.Com | S. Ananthammal |
| 7 | | S. Farsana Sumaiya |
| 8 | | A. Foumitha Fathima |
| 9 | | J. Lidiya |
| 10 | | J. Lilly |
| 11 | | E. Petchiammal |
| 12 | | P. Sridevi |
| 13 | | S. Ramalakshmi |


 (S.A.K.Muthu Mohudoom Fathima)

Director
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|--|-----------|-----------------------|
| 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 | | SHANTHI.A |
| 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 | | MIRACLINE BRIGHTY G.J |
| 13 | II IT | SUBHA LAKHMI.P |
| 14 | | SUJITHA KILDA.P |
| 15 | | SUNITHA.R |
| 16 | | MUTHEESWARIS |


 (S.A.K.Muthu Mohudoom Fathima)
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 Tiruchendur Road, Kayalpatnam-628 204.

Wavoo Wajeeha Women's College of Arts and Science

Kayalpatnam

Wajeeha Skill Academy 2019-2020

December to March

DTP

Staff Name:

Venue :

| S.No | Class | Name | DD/MM/YY | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS & SCIENCE
Tiruchendur Road, Kayalpatnam-628 204

Wavoo Wajeetha Women's College of Arts and Science

Kayalpatnam

Wajeetha Skill Academy 2019-20

July to October

DTP

Staff Name:

Venue :

| No | Class | Name | DD/MM/YY | 1/4/19 | 2/7/19 | 3/7/19 | 4/7/19 | 5/7/19 | 6/7/19 | 7/7/19 | 8/7/19 | 9/7/19 | 10/7/19 | 11/7/19 | 12/7/19 | 13/7/19 | 14/7/19 | 15/7/19 | 16/7/19 | 17/7/19 | 18/7/19 | 19/7/19 | 20/7/19 | 21/7/19 | 22/7/19 | 23/7/19 | 24/7/19 | 25/7/19 | 26/7/19 | 27/7/19 | 28/7/19 | 29/7/19 |
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| 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 | 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 | x |
| 3 | | B. Jenisha | | 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 | | M. Sowtharya | | 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 | III Maths | S.A. Sithi 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 | x |
| 6 | III B.Com | S. Ananthamimal | | 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 |
| 7 | | S. Farsana Sumaiya | | 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 |
| 8 | | A. Fournitha 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 | 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 | x |
| 10 | | 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 | x |
| 11 | | E. Petchiammal | | 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 |
| 12 | | P. Sridevi | | 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 | | S. Ramalakshmi | | 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 |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | NO. OF PRESENTS | | 11 | 13 | 13 | 13 | 13 | 13 | 11 | 12 | 10 | 12 | 10 | 11 | 12 | 10 | 11 | 13 | 12 | 12 | 12 | 12 | 11 | 12 | 13 | 13 | 13 | 12 | 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 | 2 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| | | STAFF SIGNATURE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS & SCIENCE



KAYALPATNAM

WAJEEHA SKILL ACADEMY



SKILL BASED COURSE ACTIVITIES 2012 ONWARDS



This is taken up by those arts students who have no access to the basic computer learning within their syllabi. Computer study is rather the air that we breathe or the water that we drink or the food that we eat to maintain our livelihood and computer study can be compared to any of the three essentials of life.



WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS AND SCIENCE, KAVALPATNAM
(Affiliated to Manonmaniam Sundaranar University)
WAVOO SAR EDUCATIONAL TRUST



WAJEEHA SKILL ACADEMY
SKILL BASED COURSE – BASIC COMPUTER
SYLLABUS (2017 ONWARDS)

UNIT – I

MS Word: Usage of Numbering – Bullets – Indents – Headers and Footers – Prepare a Calendar – Design a Wedding Invitation.

UNIT – II

Usage of Spell Check – Find and Replace – Picture Insertion – Alignment.

MS Excel: Prepare a semester wise mark statement – Employee Details and calculate their salary – Mathematical Functions.

UNIT – III


Statistical Functions – Logical Functions – To Plot a different type of charts for mark statement – Sorting and filtering data – Formula Auditing.

UNIT – IV

MS PowerPoint: Presentation about herself – presentation with Various Designs and Animations – Working with Tables – Working with Charts.

UNIT – V

Internet Basics – Web Browsers – Creation of EMAIL – Search Engines – Introduction about Operating System.


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OF ARTS AND SCIENCE
Tiruchengur Road, Kavalpatnam - 628 204.
Theothukudi Dist., Tamil Nadu.

UNIT 4 SPEAKING THROUGH GUESSING

Dumb charade, word puzzle
Word prediction, gender differences
Puzzle in general English
Just a minute, general issues speaking activity
Story telling

UNIT 5 WRITING

Poem Recitation
Forming Plurals
How I spent my vacations
Framing simple Questions Oral drilling of Genders, animal sounds, Young ones animals

- Students discuss about their friends and get to know them in a better way
- Students are encouraged to grow more trees. (Topic) Speaking (fluency)

Reference

1. Mku's spoken English courses Essential syllabus need for an hour
2. Jayashree Balan. *Spoken English* (Vijaya Publication).



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OF ARTS AND SCIENCES
Tiruchendur Road, Kayalpattinam
Thoothukudi Dist., Tamil Nadu

| Wavoo Wajeetha Women's College of Arts and Science, Kayalpatnam | | | | | | |
|---|-----------------|--------------------|-----------|--------|------------------------|------------------|
| Wajeetha Skill Academy 2019-2020 | | | | | | |
| July 2019 to October 2019 | | | | | | |
| Skill Based Course Activities - Basic Computer No.of.Students:44 | | | | | | |
| Sec- A | | | | Sec- B | | |
| S.No | Class | Name | | S.No | Class | Name |
| 1 | I Maths | S. Bala Sneha | | 1 | I Maths | P. Sona |
| 2 | | R. Gowsalya | | 2 | | P. Divya |
| 3 | | M. Vijaya Lakshmi | | 3 | | M. Sumithra |
| 4 | | G. Sangeetha | | 4 | | C. Maharasi |
| 5 | | B. Muthumari | | 5 | | K. Bharani |
| 6 | | A. Jobila | | 6 | | M.Suba |
| 7 | | V. Grabtina | | 7 | | A. Vijayalakshmi |
| 8 | | E. Gayathri | | 8 | | |
| 9 | I English | V. Rashika | | 9 | P. Santhya Devi | |
| 10 | | S. Keerthi Sundari | | 10 | A.L. Sakthi Sri | |
| 11 | | C. Swetha | | 11 | S. Godfina | |
| 12 | | R. Rabijoe | | 12 | R. Yoga Lingeshwari | |
| 13 | | E. Sowmya | | 13 | P. Vana Priya | |
| 14 | | I BBA | R. Filona | | 14 | I BBA |
| 15 | N. Santha Sri | | | 15 | K.S. Lathifa | |
| 16 | K. Suhila | | | 16 | J.H. Fathima Rumaiza | |
| 17 | S. Selvalakshmi | | | 17 | M. Pradeepa | |
| 18 | M. Induja | | | 18 | K. Nanthini Devi | |
| 19 | L. Suganya | | | 19 | B. Sahaya Prahi Minila | |
| 20 | A. Maheswari | | | 20 | S. Muthu Aruna | |
| 21 | A. Sudamani | | | 21 | L. Georgamma | |
| 22 | J. Maha Lakshmi | | | | | |
| 23 | S. Esakiammal | | | | | |


 (S.A.K.Muthu Mohudoom Fathima)

Director
WAJEEHA SKILL ACADEMY
 Run by: Wavoo SAR Educational Trust
 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 - Basic Computer | | | | | |
| Sec- A | | | No.of.Students:42 | | |
| S.No | Class | Name | S.No | Class | Name |
| 1 | I TAMIL | PAVITHIRA.V | 1 | I TAMIL | ABINAYA.R |
| 2 | | PONMALA.P | 2 | | ESTHER AGNES .P |
| 3 | | PONNAMMAL.S | 3 | | GAYATHIRI.M |
| 4 | | PRAISY.S | 4 | | ISWARYA.T |
| 5 | | PRIYANDAL.A | 5 | | JOYCE GRACIA |
| 6 | | PRIYANKA.K | 6 | | MALKIYA.T |
| 7 | | RANIS | 7 | | MONIKA.S |
| 8 | | SHOBANA.S | 8 | | MUTHU SELVI.S |
| 9 | | VINOTHINI.M | 9 | | NIROSHINI.D |
| 10 | | VITHYA.K | 10 | | PADMA JYOTHI.M |
| 11 | I ECO | PRIYADHARSHINI.U | 11 | I ECO | AJINA .A |
| 12 | | SANTHANAMARI.G | 12 | | JENIFER.M |
| 13 | | SATHYA SUTHANTHIRA.P | 13 | | KAVIYA.C |
| 14 | | VANA MARI.M | 14 | | KAYATHRI.A |
| 15 | | VENI.C | 15 | | MUTHUKKALA.A |
| 16 | | MUTHU ASWINI.P | 16 | I PHY | BHARU MONICKA SORNA .T |
| 17 | | MUTHU RAMYA.P | 17 | | DEVADHARSHINI.A |
| 18 | | SUBBHU RATHINAM.M | 18 | | ESAI AHALAKSHMI.S |
| 19 | | SUNDARI.M | 19 | I B.COM | CHRISTIANNA B |
| 20 | I B.COM | MARY VENNILA.E | 20 | | FATHIMA.J |
| 21 | | RAMALAKSHMI .A | 21 | | KAHALYA.D |


(S.A.K.Muthu Mohudom Fathima)

Director
WAJEEHA SKILL ACADEMY
Run by: Wavoo SAR Educational Trust
Tiruchendur Road,
Kayalpatnam - 628 204.


(Dr. R.C.Vasuki)

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

Basic Computer

Staff Name: MYA J. SHARNINE MARY JANAKI

Venue :

ALLIED LAB

WAVOO WAJEHA WOMEN'S COLLEGE
OF ARTS & SCIENCE
Tiruchendur Road, Kavalpatnam-628 204,

Wajeeha Skill Academy 2019-20

Basic Computer

Basic Computer

Applied Lab

[illegible]

WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS AND SCIENCE

Tiruchendur Road, KAYALPATNAM - 628 204.

RUN BY : WAVOO SAR EDUCATIONAL TRUST



CERTIFICATE OF MERIT

This is to certify that Bala Sneha S.
of I MATHS in the year 2019 - 2020 has successfully completed
BASIC COMPUTER with B Grade, conducted by
Wajeeha Skill Academy.

R. C. Vasanthi
Principal


Co-ordinator


Director

WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS & SCIENCE



KAYALPATNAM

WAJEEHA SKILL ACADEMY



SKILL BASED COURSE ACTIVITIES 2012 ONWARDS



This is given to the creamy layer of the students with computer knowledge with a tie up with the ICT Academy. Training is given to them by ICT with trained experts and periodical exams are conducted and certificates issued. Big Data is a course with a certificate is highly demanded in the job market.

| Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam | | |
|--|-------|----------------------------|
| Wajeeha Skill Academy 2019-2020 | | |
| Dec 2019 to Mar 2020 | | |
| Skill Based Course Activities - R.Programming | | No.of.Students:14 |
| Sec- A | | |
| S.NO | CLASS | NAME |
| 1 | I IT | DERINSTA.P |
| 2 | | ILAKKIYA.A |
| 3 | | VYSNAVIS |
| 4 | I CS | T.VIJAYA LAKSHMI |
| 5 | | P.MALINI |
| 6 | | MUNIESWARI KALAIVANI |
| 7 | | C.BAVITHA |
| 8 | | M.SUYAMBU |
| 9 | | P.ASHWINI |
| 10 | | R.SEYED NABISATHUL SAMEEHA |
| 11 | | S.SITHI BAKIS SAFRIN |
| 12 | | T.SANOFE RASIVYA |
| 13 | | PRATHKSHA.S |
| 14 | | M.HISMUL FARISHA |


 (S.A.K.Muthu Mohudoom Fathima)
 Director
 WAJEEHA SKILL ACADEMY
 Run by: Wavoo SAR Educational Trust
 Tiruchendur Road,
 Kayalpatnam - 628 204.

R.C.Vasuki
 (Dr. R.C.Vasuki)
 PRINCIPAL
 WAVOO WAJEEHA WOMEN'S COLLEGE
 OF ARTS & SCIENCE
 Tiruchendur Road, Kayalpatnam - 628 204.

| Wavoo Wajeche Women's College of Arts and Science | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-------|-----------------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|-----------|
| Kayalpatnam | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Wajeche Skill Academy 2019-2020 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| December to March | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| R-Programming | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Staff Name: Mrs. S.M. Jainul Rinosha | | | | | | | | | | | | | | | Venue : | | | | | | | | | | | | | | |
| S.No | Class | Name | DD/MM/YY | 16/12/19 | 17/12/19 | 18/12/19 | 19/12/19 | 20/12/19 | 21/12/20 | 22/12/20 | 23/12/20 | 24/12/20 | 25/12/20 | 26/12/20 | 27/12/20 | 28/12/20 | 29/12/20 | 30/12/20 | 31/12/20 | 1/1/2021 | 2/1/2021 | 3/1/2021 | 4/1/2021 | 5/1/2021 | 6/1/2021 | 7/1/2021 | 8/1/2021 | 9/1/2021 | 10/1/2021 |
| 1 | IIT | DERINSTA P | | X | X | X | a | X | X | X | a | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X | X |
| 2 | | ILAKKIYA 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 | | VYSHNAVI S | | 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 |
| 4 | ICS | T. VIJAYALAKSHMI | | 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 | | P. MALINI | | 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 | | MUNIESWARI KALAIVANI | | 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 | | C. BAVITHA | | 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 |
| 8 | | M. SUYAMBU | | 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 | | P. ASHWINI | | 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 |
| 10 | | R. SEYED NABISATHUL SAMEEHA | | 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 |
| 11 | | S. SITHI BALKIS SAFRIN | | 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 |
| 12 | | T. SANOFR RASIVYA | | 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 |
| 13 | | PRATHIKSHA 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 |
| 14 | | M. HISMUL FARISHA | | 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 |
| | | NO. OF PRESENTS | | 9 | 13 | 10 | 9 | 13 | 14 | 13 | 14 | 13 | 14 | 13 | 14 | 13 | 14 | 13 | 14 | 13 | 14 | 13 | 14 | 13 | 14 | 13 | 14 | 13 | 14 |
| | | NO. OF ABSENTS | | 5 | 0 | 1 | 4 | 5 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| | | STAFF SIGNATURE | | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R | R |

PRINCIPAL
WAVOO WAJEEHA WOMEN'S COLLEGE
OF ARTS & SCIENCE
Tiruchengalur Road, Kayalpatnam - 626 204.

Certificate of Proficiency

C. No: S20-9906

Date: 21 Feb 2020

This is to certify that

S PRATHIKSHA

of Wavoo Wajeeha Women's College of Arts and Science, Kayalpatnam bearing ID S1467113

has successfully completed all the requirements for

Data Science and Big Data Analytics

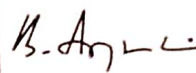
through assessment administered by ICT Academy and

has been awarded C Grade.

In association with

 **DELL EMC**

B Anbuthambi
Vice President, ICT Academy



A >=80 | B >=60 & <80 | C >=40 & <60 | D <40



WAVOO WAJEEHA WOMEN'S COLLEGE OF ARTS & SCIENCE - KAYALPATNAM

(Affiliated to Manonmaniam Sundaranar University, Tirunelveli)

**Run by: Wavoo SAR Educational Trust
(Minority Institution)**

REPORT:

On October 27, 2018, Dr. Seyed M. Buhari PhD., Associate Professor at King Abdulaziz University, Jeddah, Saudi Arabia, delivered a guest lecture on "Data Mining & PHP." Dr. Buhari introduced the audience to the fusion of data mining techniques and PHP programming, highlighting their collaborative potential. The guest lecture explored the applications of data mining, emphasizing its relevance in pattern extraction from extensive datasets. The integration of PHP scripting was discussed, showcasing its role in data handling and analysis. Attendees gained insights into the synergy between these fields and their impact on various domains. The guest lecture concluded with an interactive session, facilitating engaging discussions and further insights from Dr. Buhari. Totally **273** students from Information Technology and Computer Science departments were participated and gained knowledge in it.



Fig 1: Data Mining Guest Lecture – Inauguration



Fig 2: Dr. Seyed M. Buhari motivates the students with concept of Data Mining