



Department of Management Sciences
(Session: 2020-21)

Ref: TIAS/2020-21/BBA/ACAD/VAC/102

Dated: 21/4/2021

NOTICE

Subject: Value Added Course: Certificate Course in Advanced Excel

With reference to the approval of Departmental Academic Committee (Ref. No. TIAS/DMS/DAC/2020-21/44, Agenda No. 7 dated on 1-03-2021) of Department Management Sciences for all Program on the subject mentioned above, to enrich the curriculum of all programs as it was recommended to commence the Value Added Course titled Certificate Course in Advanced Excel scheduled to commence w.e.f 24/04/2021 for all TIAS students.

The detail scheduled of the same is as under:

S.No.	Course offered	Name of the Resource Person	Beneficiary	Day & Time	Venue & Batch
1.	Certificate Course in Advanced Excel	Dr. Sandeep Kumar	TIAS Students	Saturday- 11.30am-1.30pm	https://teams.microsoft.com/l/me/etup-join/228449d6f4-3e32-4839 (Batch-1)
		Ms. Alka Batra		Saturday- 11.30am-1.30pm	https://teams.microsoft.com/l/me/etup-join/228449d6f4-3e32-4840 (Batch-2)
		Ms. Bharti Aggarwal		Saturday- 11.30am-1.30pm	https://teams.microsoft.com/l/me/etup-join/222e1179a5-276b-4680 (Batch-3)
		Ms. Ambooj		Saturday- 12.30pm-2.30pm	https://teams.microsoft.com/l/me/etup-join/222e1179a5-276b-4681 (Batch-4)
		Dr. Munesh Chaudhary		Saturday- 12.30pm-2.30pm	https://teams.microsoft.com/l/me/etup-join/222e1179a5-363a-4790 (Batch-5)
		Dr. Deepak Sonkar		Saturday- 12.30pm-2.30pm	https://teams.microsoft.com/l/me/etup-join/222e1179a5-363a-4790 (Batch-6)

Note:

1. Interested students must fill the registration form by 27/8/2020, by 5:00 pm.
2. The Course classes will be held on every Saturday at 11:30pm to 2:30pm w.e.f 28/08/2020.
3. 80% attendance is mandatory to get the certificates.
4. Assessment will be held on the basis of viva voce and written/ practical examination.

Annexures -

1: Brochure

2: Course Contents



Dr. Y.P. Singh
VAC Coordinator

CC to:
 Dean Academics
 IQAC

ITC Head for updation of the website


Dr. Namita Mishra
Head of Department

HoD
 BBA-TIAS


Dr. Ajay Kumar
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