

TECNIA INSTITUTE OF ADVANCED STUDIES
GRADE 'A' INSTITUTE
DEPARTMENT OF INFORMATION COMMUNICATION AND TECHNOLOGY

RefN.TIAS/DICT/DAC/2023-2024/41

Dated: 04/09/2023

(Session: 2023-24)

NOTICE

Subject: Value Added Course: Certificate in Elementary to Advanced with Excel

Reference to the approval of Departmental Academic Committee (RefN.TIAS/DICT/DAC/2023-2024/41, Agenda No- 41.5 dated on 10/8/2023) of Department of Information Communication & Technology on the subject cited above, the VAC is proposed to commence w.e.f 12/09/2023 for the students.

Introduction:

Value Added Courses are designed to raise student's level and beyond the academic curriculum, it envisages modern tool usage for prediction and modeling to complex IT problems with an understanding; which further augment bridging the gap of corporate requirements to enhance employability of students. Training and Placement Cell also, provides certain cues from the corporate requirement which require attainment by the learners to upskill their skillset. Accordingly, Department recommended to introduced Certificate course in Elementary to Advanced Excel scheduled as below:

Details of the VAC are as follows:

S.No.	VAC	Resource Person	Beneficiary	Schedule	Venue
1.	Certificate course in Elementary to Advanced using Excel	Ms. Arnima Pathak	TIAS Students	Batch1 : Mon- 9:50 – 10:40 am Wed - 9:00– 9:50 am Thur - 9:00– 9:50 am Sat – 9:50 – 10:40 am Batch2 : Tue – 9:50 – 10:40 am Wed : 9:50 – 10:40 am Thur - 9:50 – 10:40 am Fri - 9:00– 9:50 am Batch3 : Mon- 3:00 – 3:50 pm Tue – 11:10 – 12:00 pm Thur – 11:10 – 12:00 pm Fri – 3:00 – 3:50 pm	Room No.: 2203 TIAS U.G. Building

				Batch 4: Wed – 12:50 – 1:40 pm Thur - 12:50 – 1:40 pm Fri - 11:10 – 12:00 pm Sat – 3:00 – 3:50 pm	
--	--	--	--	--	--

Note:-

1. Interested students can register for the course in the office of HoD BCA up to the closing hrs of 09/09/2023.
2. Students are required to attain minimum 75% for the submission of his candidature for assessment.
3. Assessment will be held based on viva voce and written/ practical examination.
4. Successful learners after assessment will get the certificate of the VAC.

Annexures -

1: Brochure

2: Course Contents


Ms. Anima Pathak
VAC Coordinator


Dr. Deepak Sonker
HOD BCA
BCA-T


Dr. Ajay Kumar
Director
Faculty Institute of Advanced Studies
Affiliated to GGSIP University Delhi
Madhuban Chowk, Rohini, Delhi

CC:

Dean Academic

All HoDs –MCA, MBA, BBA, BA(JMC)

ITC Head for updation of the website