

BALAGARH BIJOY KRISHNA MAHAVIDYALAYA

P. O. - BALAGARH • DIST. - HOOGHLY • WEST BENGAL - 712 501

NAAC ACCREDITED

Ref. No. : 262/WEBEL/2022

From :

President / Principal / Teacher In Charge

Date : 23.06.2022

To
The Head
WEBEL CENTRE (Chandannagar)
A Centre of W.B.E.I.D.C- Ltd –WIL Division
Chandannagar, Hooghly-712136

Sub: Request for conducting One-day Advance Excel Training Program for using computer more professionally for the non- teaching staff of this college at our college.


Dear Sir,

This is for your kind information that college authority has resolute to conduct One-day Advance Excel Training Program for using computer more professionally for the non- teaching staff of this college and also to develop their technological skills.

In this context, you are requested to discuss the matter in advance about Course

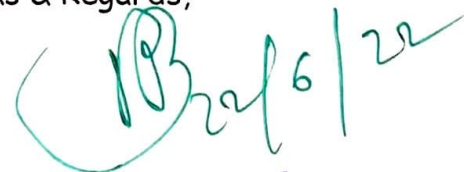
Staffs Details	Address
Regular Non-teaching Staffs- 03(three)only	Balagarh Bijoy Krishna Mahavidyalaya, Balagarh Hooghly-712501.
Casual Non-teaching Staffs- 06(six)only	

Curriculum of Workshop with convener of Program and arrange the same at the earliest.



Convener,

Thanks & Regards,



Principal
Balagarh B. K. Mahavidyalaya
Balagarh, Hooghly, W.B.

BALAGARH BIJOY KRISHNA MAHAVIDYALAYA

Administrative Training Programme for Non-teaching Staff

One Day Workshop on ADVANCE EXCEL


Organised by IQAC

In Collaboration with

WEBEL, Chandannagar Branch

Date: 28.06.2022 Time: 2 pm -5 pm Room No. B3

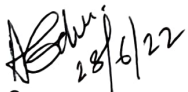
Speaker/ Instructor:

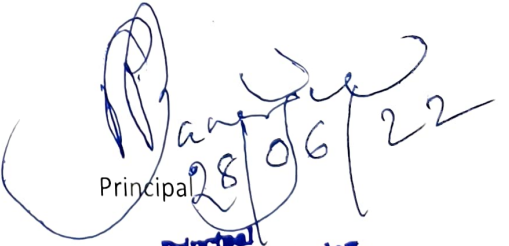
Name	Designation	Signature
Abhinav Mohanta	District Centre Incharge	

NTS Participants:

Sl	Name	Designation	Signature
1	Narayan Chandra Mondal	Drawman	Narayan Chandra Mondal
2	Prasanta Mandal	office clerk	P. Mandal
3	Goutam Mondal	office clerk	Goutam Mondal
4	Santhi Mukhopadhyay	office clerk	Santhi Mukhopadhyay
5	Mina Ghosh	office clerk	Mina Ghosh
6	SUPRATIM GHOSH	4	Supratim Ghosh

Sukhom Anandam
28.6.22


28/6/22
Convener


Principal
28/06/22
Principal
Balaram B. K. Mahavidyalaya
Bulgarah, Hooghly, W.B.

**Balagarh Bijoy Krishna Mahavidyalaya
Balagarh Hooghly**

Non Teaching Staff Training Programme



Abhijit Mohanta from WEBEL lecturing and instructing the Non-Teaching Staff on Advanced Excel

Webel Computer Training Centre
of

West Bengal Electronics Industry Development Corporation Limited
WIL Division

(A Govt. of West Bengal Undertaking)

Authorised Training Centre: SANSAS

Centre Address : 46/35, BORO DIGHIRDHAR, CHANDANNAGAR, HOOGHLY, PIN-712136

Date:25.06.2022

To
The Principal
Balagarh B.K Mahavidyalaya
Balagarh, Hooghly.

Subject: Approval Letter to Conduct a Seminar


As per your letter dated 23.06.2022 (Ref no. 262/ WEBEL/ 2022) this is to inform you that your request of conducting one day workshop on advance excel has been approved by our institute board and you can organize the seminar on 28th June, 2022 Tuesday on the college premises from 2.00 pm.

We hope that the non teaching staffs of your college will be helpful by this workshop and I hope this seminar will give them a renewed motivation to pursue their ambitions and to find their enthusiasm increased. This can lead to higher output and fulfilment of professional goals.

Thanking you

With Regards

Susanta Pal
25/6/22
Susanta Pal



*Visualize the Banner
in smart class room
Trainer - present*

*Innovate
Dr. Subham Dasgupta
Training NTS
(who are free)*