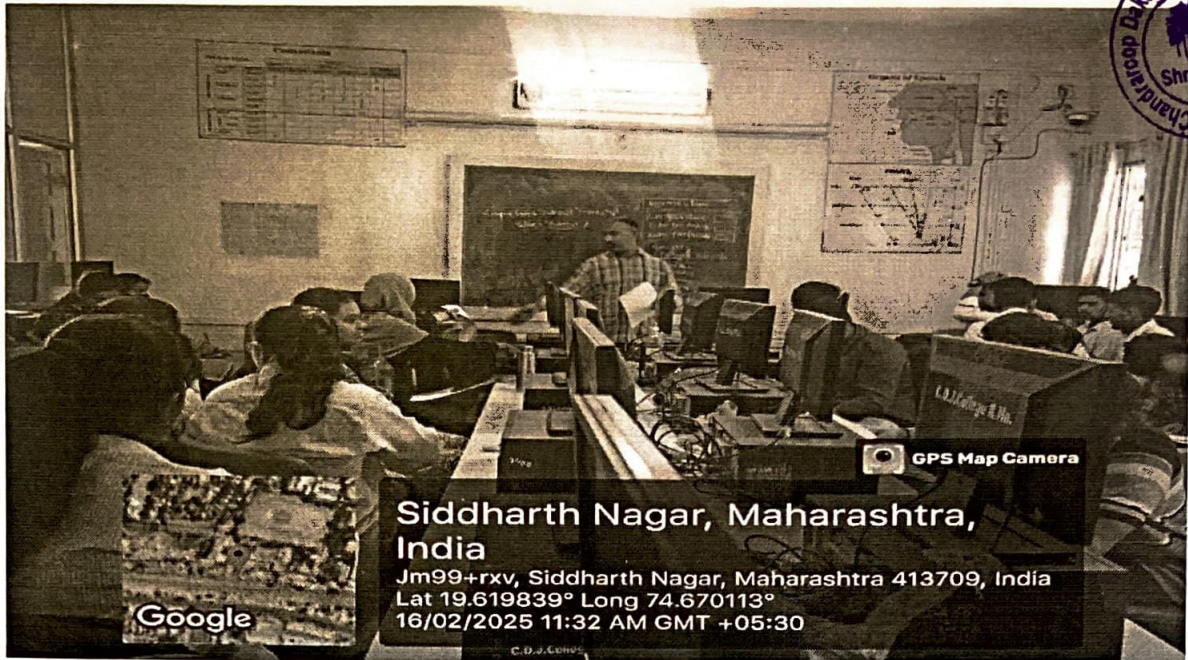


Rayat Shikshan Sanstha's
CHANDRAROOP DAKLE JAIN COLLEGE OF COMMERCE, SHRIRAMPUR
 ACADEMIC YEAR: 2024-25
 Short Term Course
 Certificate Course in Office Automation
Report of the Program

S.N.	Particulars	Responses		
1	Title of the Event	Certificate Course In Office Automation		
2	Date and Time	1 st February 2025		
3	Sponsor/Funded by	C. D. Jain College of Commerce, Srirampur.		
4	Objectives	1. Teach students how to use key office software such as Microsoft Word, Excel, PowerPoint, and Outlook 2. Enable creation of professional documents, spreadsheets, and presentations. 3. Train students in effective data entry and database management practices.		
5	Name of the Expert/Resource Person and Contact	Mr.Sahil D. Sasane		
6	Outcomes	1. Ability to create, format, and manage documents using MS Word or similar tools. 2. Confidence in data input, editing, and formatting for administrative roles. 3. Skill in preparing professional presentations using PowerPoint or equivalent software.		
7	Number of Beneficiaries - Students	Boys:24	Girls:37	Total - 61
8	Number of Beneficiaries - Staff	Teaching: 01	Non- teaching: 00	Total : 01
9	Venue	Computer Lab		
10	Online/Offline	Offline		
11	Name of the Coordinator	Mr.Sahil D.Sasane		




I/C/Principal
C. D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar

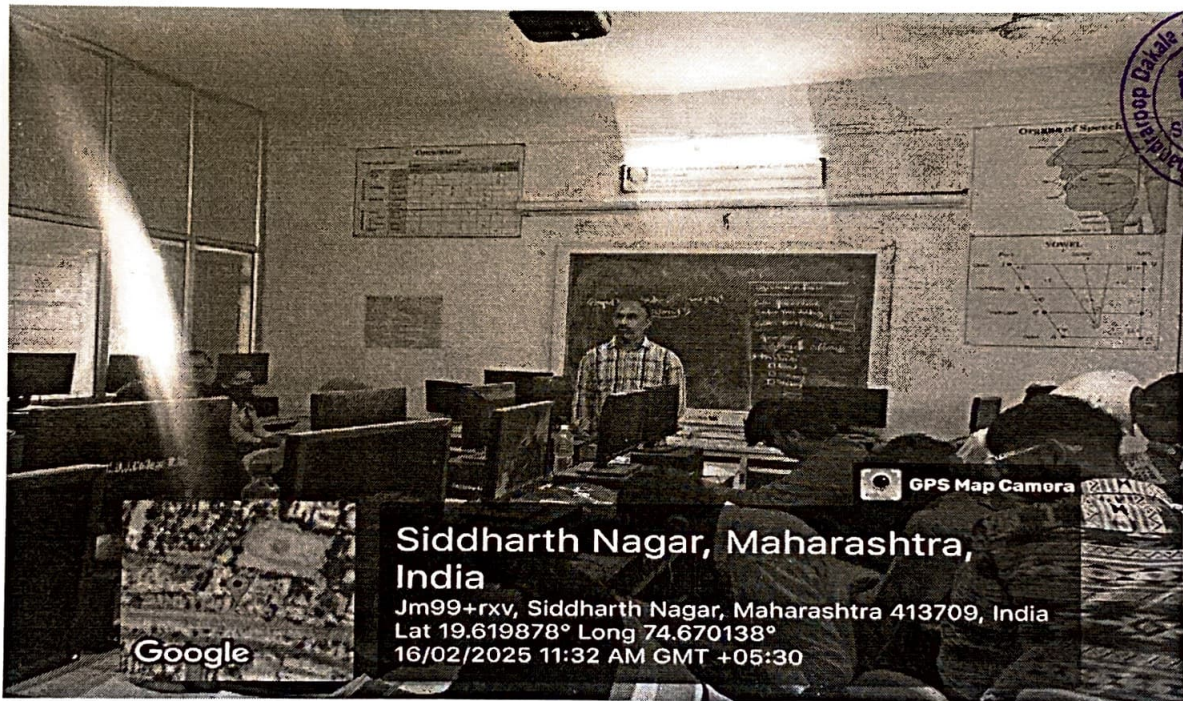


Siddharth Nagar, Maharashtra,
India

Jm99+rxv, Siddharth Nagar, Maharashtra 413709, India
Lat 19.619839° Long 74.670113°
16/02/2025 11:32 AM GMT +05:30

Google

GPS Map Camera

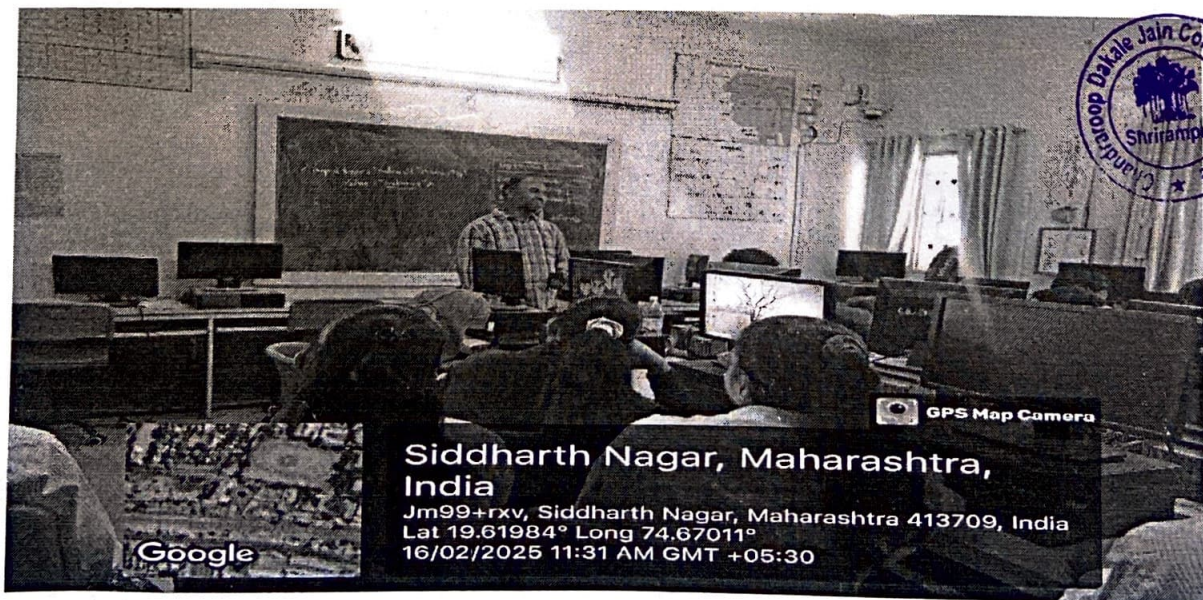


Siddharth Nagar, Maharashtra,
India

Jm99+rxv, Siddharth Nagar, Maharashtra 413709, India
Lat 19.619878° Long 74.670138°
16/02/2025 11:32 AM GMT +05:30

Google

GPS Map Camera



Siddharth Nagar, Maharashtra,
India

Jm99+rxv, Siddharth Nagar, Maharashtra 413709, India
Lat 19.61984° Long 74.67011°
16/02/2025 11:31 AM GMT +05:30

Google

GPS Map Camera

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Sr.no	Name of Student	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	9	Day 10	Day 11	Day 12	Day 13	Day 14	Day 15
52	SURYAVANSHI ANUJA VIJAY	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol
53	TAMBOLI MISBAH AMJAD	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol
54	THORAT SAYALI ASHOK	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol
55	TILEKAR RUPESH JITENDRA	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol
56	UGHADE OM GANESH	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol
57	VIDHATE PRATHAMESH DILIP	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol
58	WADHWA HARDIK JOGESHWAR	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol
59	YADAV AKASH VINOD															
60	YADAV AMAN DINESH															
61	ZURALE KOMAL MININATH	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol	misbol



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I/C Principal
C. D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar



Certificate Course in Office Automation

Attendance Sheet

Attendance Sheet																
Sr.no	Name of Student	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10	Day 11	Day 12	Day 13	Day 14	Day 15
1	AHER SHAMBHAVI PRAVIN	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap	Cherap
2	BEG MAHEK ALIRAZA	Walef	Walef	Walef	Walef	Walef	Walef	Walef	Walef	Walef	Walef	Walef	Walef	Walef	Walef	Walef
3	BHAND SHRUTI RAMESHWAR	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
4	BHAND SIDDHARTH AABASAHEB	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
5	DHAVAN PRATIKSHA MILIND	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
6	GADEKAR PUSHKAR SANJAY	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar	Pushkar
7	GAIKWAD GAURAV															
8	RAVIKIRAN	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
9	GAIKWAD NIHARIKA AJAY	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
10	GORE POONAM ANNA	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
11	HARDE RAHUL VENUNATH	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
12	HIVARALE SHRUTI DNYANESHWAR	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
13	JADHAV GAYATRI EKNATH	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
14	JADHAV PRANAV DIPAK															
15	JADHAV RIYA MANGESH	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
16	JADHAV SARTHAK SUNIL	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
17	JADHAV VAIBHAV SURESH	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
18	JAGTAP KAJAL SUNIL	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
19	JAGTAP SANSKRUTI NITIN	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
20	JANRAO ADITYA KISHOR	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
21	JOSHI SONAL SHIVAJI	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
22	KACHCHI ROSHIYA SALIM	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
23	KACHCHI TABREZ BILAL	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
24	KADAM RUTUJA SANTOSH	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti
25	KADU VAISHNAVI POPAT	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti	Shurti

[illegible]

Sr.no	Name of Student	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Day 9	Day 10	Day 11	Day 12	Day 13	Day 14	Day 15
52	SURYAVANSHI ANUJA VIJAY	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય	સુર્ય
53	TAMBOLI MISBAH AMIAD	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ	મિસબ
54	THORAT SAYALI ASHOK	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ	સાઈલ
55	TILEKAR RUPESH JITENDRA	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ	રુપેશ
56	UGHADE OM GANESH	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ	ઓમ
57	VIDHATE PRATHAMESH DILIP	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ	પ્રથમ
58	WADHWA HARDIK JOGESHWAR	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક	હાર્દિક
59	YADAV AKASH VINOD															
60	YADAV AMAN DINESH															
61	ZURALE KOMAL MININATH	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ	કોમલ



I/Q Principal

C. D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar

Rayat Shikshan Sanstha's

C.D.Jain College of Commerce, Shrirampur

Year 2024-25

Certificate Course in Office Automation

Marksheet



Sr.no	Name of Student	Marks
1	AHER SHAMBHAVI PRAVIN	47
2	BEG MAHEK ALIRAZA	46
3	BHAND SHRUTI RAMESHWAR	47
4	BHAND SIDDHARTH AABASAHEB	47
5	DHAVAN PRATIKSHA MILIND	46
6	GADEKAR PUSHKAR SANJAY	45
7	GAIKWAD GAURAV RAVIKIRAN	
8	GAIKWAD NIHARIKA AJAY	41
9	GORE POONAM ANNA	50
10	HARDE RAHUL VENUNATH	45
11	HIVARALE SHRUTI DNYANESHWAR	48
12	JADHAV GAYATRI EKNATH	31
13	JADHAV PRANAV DIPAK	43
14	JADHAV RIYA MANGESH	35
15	JADHAV SARTHAK SUNIL	
16	JADHAV VAIBHAV SURESH	35
17	JAGTAP KAJAL SUNIL	44
18	JAGTAP SANSKRUTI NITIN	44
19	JANRAO ADITYA KISHOR	46
20	JOSHI SONAL SHIVAJI	47
21	KACHCHI ROSHIYA SALIM	41
22	KACHCHI TABREZ BILAL	43
23	KADAM RUTUJA SANTOSH	
24	KADU VAISHNAVI POPAT	48
25	KALE RUTUJA VIJAY	38
26	KALE SARTHAK NARAYAN	48
27	KOLAGE HARSHAL BALASAHEB	
28	LABADE PRAPTI DAMODHAR	48
29	LAGE PRACHI ASHOK	38
30	MANE VRUSHALI VITTHAL	46
31	MEHETRE BHAGYASHRI SHAMRAO	45
32	METE TANVI SUBHASH	46

Sr.no	Name of Student	Marks
33	MORGE ISHWARI BABASAHEB	46
34	NARWADE KHUSHI KACHARU	45
35	NIMBALKAR GAYATRI DNYANDEV	45
36	PARDESHI PIYUSH EKNATH	45
37	PATARE ROHAN ASHOK	
38	PATHAN AYAN QAIYYUM	36
39	PENDHARE KAMINI VIJAY	
40	PHOPSE TANUJA SUNIL	29
41	POPALGHAT SHUBHAM ANIL	
42	QURESHI BEPARI ADNAN AKRAM	43
43	RAUT YOGESHWARI VIKAS	46
44	SANT NANDINI RAVINDRA	48
45	SHAIKH SHAHEUMAN LATIF	
46	SHARNAGATE ROHAN KISHOR	42
47	SHELKE KRUSHANA ACHYUT	46
48	SHINDE BHAKTI DATTATRAY	46
49	SONAVNE SAKSHI ANIL	46
50	SONAWANE HARSHAL SHARAD	26
51	SONAWANE SANTOSH BALASAHEB	42
52	SURYAVANSHI ANUJA VIJAY	46
53	TAMBOLI MISBAH AMJAD	43
54	THORAT SAYALI ASHOK	42
55	TILEKAR RUPESH JITENDRA	46
56	UGHADE OM GANESH	43
57	VIDHATE PRATHAMESH DILIP	46
58	WADHWA HARDIK JOGESHWAR	44
59	YADAV AKASH VINOD	
60	YADAV AMAN DINESH	
61	ZURALE KOMAL MININATH	46




I/C Principal
C. D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar

Rayat Shikshan Sanstha's
C.D.Jain College of Commerce, Shrirampur.
Dist.-Ahilyanagar
Academic Year – 2024-25

Notice

Date: 30th January 2025

All students of BBA(CA)-I are informed that lectures for Certificate Course of Office Automation under short term course will commence from 1st February 2025 since this course carries 1 credit it is mandatory for all students to attend the lectures.




I/C Principal
C. D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar

रयत शिक्षण संस्थेचे,
सी.डी.जैन कॉलेज ऑफ कॉमर्स, श्रीरामपूर.
जि.- अहिल्यानगर
शै. वर्ष २०२४-२५

सूचना

दि. ३०/०१/२०२५

महाविद्यालयातील बी.बी.ए(सी.ए.) - I वर्गातील सर्व विद्यार्थ्यांना सूचित करण्यात येते कि, शॉर्ट टर्म कोर्स अंतर्गत Certificate Course in Office Automation या विषयाचे तास दि.०१/०२/२०२५ पासून सुरु होतील या कोर्सला १ क्रेडीट असल्याने सर्व विद्यार्थ्यांनी कोर्सच्या तासाना हजर राहावे.




I/C Principal
C. D. Jain College of Commerce
Shrirampur, Dist. Ahilyanagar

C.D.Jain College of Commerce, Shrirampur

Year 2024-25

Certificate Course in Office Automation

Student List



Sr.no	Name of Student
1	AHER SHAMBHAVI PRAVIN
2	BEG MAHEK ALIRAZA
3	BHAND SHRUTI RAMESHWAR
4	BHAND SIDDHARTH AABASAHEB
5	DHAVAN PRATIKSHA MILIND
6	GADEKAR PUSHKAR SANJAY
7	GAIKWAD GAURAV RAVIKIRAN
8	GAIKWAD NIHARIKA AJAY
9	GORE POONAM ANNA
10	HARDE RAHUL VENUNATH
11	HIVARALE SHRUTI DNYANESHWAR
12	JADHAV GAYATRI EKNATH
13	JADHAV PRANAV DIPAK
14	JADHAV RIYA MANGESH
15	JADHAV SARTHAK SUNIL
16	JADHAV VAIBHAV SURESH
17	JAGTAP KAJAL SUNIL
18	JAGTAP SANSKRUTI NITIN
19	JANRAO ADITYA KISHOR
20	JOSHI SONAL SHIVAJI
21	KACHCHI ROSHIYA SALIM
22	KACHCHI TABREZ BILAL
23	KADAM RUTUJA SANTOSH
24	KADU VAISHNAVI POPAT
25	KALE RUTUJA VIJAY
26	KALE SARTHAK NARAYAN
27	KOLAGE HARSHAL BALASAHEB
28	LABADE PRAPTI DAMODHAR
29	LAGE PRACHI ASHOK
30	MANE VRUSHALI VITTHAL
31	MEHETRE BHAGYASHRI SHAMRAO
32	METE TANVI SUBHASH

Sr.no	Name of Student
33	MORGE ISHWARI BABASAHEB
34	NARWADE KHUSHI KACHARU
35	NIMBALKAR GAYATRI DNYANDEV
36	PARDESHI PIYUSH EKNATH
37	PATARE ROHAN ASHOK
38	PATHAN AYAN QAIYYUM
39	PENDHARE KAMINI VIJAY
40	PHOPSE TANUJA SUNIL
41	POPALGHAT SHUBHAM ANIL
42	QURESHI BEPARI ADNAN AKRAM
43	RAUT YOGESHWARI VIKAS
44	SANT NANDINI RAVINDRA
45	SHAIKH SHAHEUMAN LATIF
46	SHARNAGATE ROHAN KISHOR
47	SHELKE KRUSHANA ACHYUT
48	SHINDE BHAKTI DATTATRAY
49	SONAVNE SAKSHI ANIL
50	SONAWANE HARSHAL SHARAD
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52	SURYAVANSHI ANUJA VIJAY
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55	TILEKAR RUPESH JITENDRA
56	UGHADE OM GANESH
57	VIDHATE PRATHAMESH DILIP
58	WADHWA HARDIK JOGESHWAR
59	YADAV AKASH VINOD
60	YADAV AMAN DINESH
61	ZURALE KOMAL MININATH



I/c Principal
C. D. Jain College of Commerce
 Shrirampur, Dist. Ahilyanagar