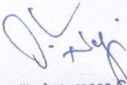


## 7. Certificate Course in MS Office

### 7. Certificate Course in MS Office

Add-on Certificate Course in MS Office was organized at SGGSJ Government College Paonta Sahib. With the growing digitalization, knowledge of computers is the need of the hour. Keeping this in view the college started this Add-on course covering basics of MS office for the students of BA, MA, and B.Sc. students. Under the guidance of our honourable Principal and Supervision of Dr. Vivek Negi, Associate Professor in English and Co-ordinator, this course was provided to students completely free of cost and the students were assessed through written and practical examinations at the end. This course was highly appreciated by the students and covered 8 batches of 20-25 students each, making it the most popular course among all the add-on courses.

  
Internal Quality Assurance Cell (IQAC)  
Shree Guru Gobind Singh Ji  
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