



The Poona Gujarati Kelavani Mandal's
Haribhai. V. Desai College
of Arts, Science, and Commerce
596, Behind Shanivar Wada, Budhwar Peth,
Pune, Maharashtra 411002.



NOTICE

All the students of M.Sc. Part I and Part II Environmental Science are hereby informed that the Department of Environmental Science has organized **Basic Computer Skills Workshop** on 17th January, 2022. This workshop aims to equip you with the fundamental knowledge and expertise required to excel in various fields.

Main objectives of workshop are:

Learn to use Microsoft Office applications (Word, Excel, PowerPoint) effectively.

Develop research skills for comprehensive online searches.

Gain hands-on experience with reference management tools like Mendeley.

Enhance your overall digital literacy.

Date: 17th January, 2022.

Time: 10.00 am to 12 pm

Mrs. Amruta Chavan
Activity Co-ordinator



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Basic Computer Skills Workshop
Date: 17th January 2022

Event name: Basic Computer Skills Workshop

Event Date and Time: 17/01/2022

Co-ordinator: Mrs. Amruta Chavan

Department Name: Department of Environmental Science

For whom: M.Sc. Students

Platform: College level

Following are the details of the workshop;

Venue: Department of Environmental Science

Objective of the Workshop: The main aim of this workshop is to provide basic knowledge of computer skills to the students. This workshop introduces the core functionality of Microsoft Office software, including Microsoft Word, Microsoft Excel, and Microsoft PowerPoint. It was the best opportunity for students to expand their knowledge of basic computing skills. During the workshop, students were introduced to Mendeley software, a vital tool for academics, researchers, and students. Mendeley helps them collect references, organize citations, and create bibliographies for their project work. Additionally, students were introduced to various freely available search engines such as Google Scholar, BASE, CORE, Semantic, ResearchGate, MDPI, etc.

Outcome: The students were successfully trained in Basic computing skills applicable for skill building, reference searching and reference management.

Conclusion: The workshop aided in skill development and enhanced their abilities in scientific research communication, presentation, and writing.

Number of attendees:

Students from Department: 26

Faculties from Department: 1

Mrs. Amruta Chavan
Activity Co-ordinator

Dr. Rajashree Patwardhan
Vice-principal

Dr. Ganesh Raut
Principal



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Department of Environmental Science
Academic Year 2021-22
Basic Computer Skills Workshop
Date: 17th January 2022
Attendance sheet

Sr.no	Student name
1.	BANKAR PRANAV ATUL
2.	BIRAJDAR SIDDHALING GURUNATH
3.	CHOUDHARY SHILPA PARAMANAND
4.	DAHATONDE NEHA DIGAMBAR
5.	DAHIKAR DHANASHRI GANESHRAO
6.	DHADGE SUPRIYA SUBHASH
7.	GADE SRUSHTI JAYSING
8.	GADEKAR RUPESH RAJENDRA
9.	GADSING RESHMA RAJENDRA
10.	GAIKWAD KALYANI VIJAY
11.	GHADAGE SNEHA PRAVIN
12.	JADHAV ANKUSH SHANKAR
13.	KALEKAR MRUNALINI PRAKASH
14.	BARDADE SHUBHANGI ASHOK
15.	BHOSALE ANIKET BHASKAR
16.	DIMBLE PRAJAKTA ANIL
17.	INAMDAR JAVED ABDULGANI
18.	JADHAV VISHAL CHANDRAKANT



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19.	JAWARE SIDDHARTH NANASAHEB
20.	KAMBLE AMOL TUKARAM
21.	MUKHEKAR DHANANJAY SAVALERAM
22.	NAGAR BHAVYA
23.	NOOLKAR KHUSHI KASHINATH
24.	PANDHARE JIDNYASA VAIJNATH
25.	PATIL SHIVANAND JETINGAPPA
26.	PAWAR SMITA MAHESH

Basic Computer Skills Workshop
Date: 17th January 2022

