

**NALLAMUTHU GOUNDER MAHALINGAM COLLEGE
(AUTONOMOUS) – POLLACHI**

DEPARTMENT OF COMPUTER SCIENCE (AIDED)

CIRCULAR

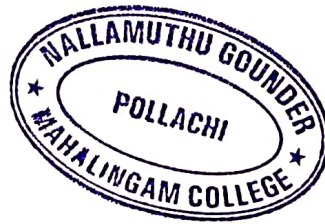
Date: 07.02.2023

We the Department of Computer Science(Aided) conducting a Value Added Course “Microsoft Automation Office Suite” for D1- computer science . HOD is requested to inform their students about this course and inform your students to register their names in the Department of Computer Science (Aided) on or before 10.02.2023.



Head of the Department

Head of the Department
Department of Computer Science,
N.G.M. College, Pollachi - 642 001



Principal

Dr. R. MUTHUKUMARAN,
M.A.,M.Phil.,B.Ed.,Ph.D.,
PRINCIPAL
N.G.M. College, Pollachi - 642 001
Coimbatore District



NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

(AUTONOMOUS)

(AN ISO 9001:2015 CERTIFIED INSTITUTION) (RE-ACCREDITED BY NAAC)
(AFFILIATED TO BHARATHIAR UNIVERSITY)
POLLACHI-642001



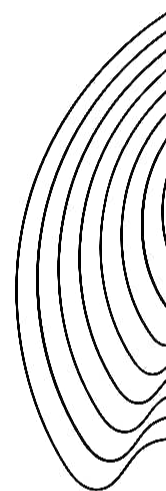
DEPARTMENT OF COMPUTER SCIENCE(AIDED)

VALUE ADDED COURSE

2022-2023

ON

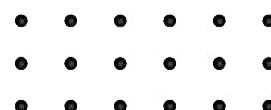
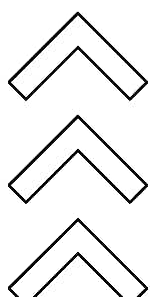
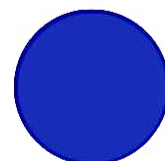
MICROSOFT OFFICE

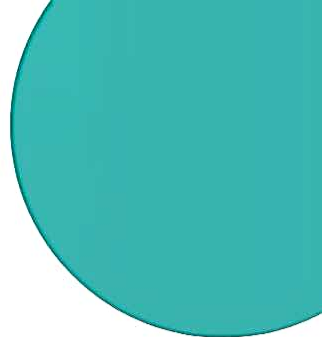


COURSE OVERVIEW

THIS COURSE COVERS BASIC TO
ADVANCED TOPICS OF

- MS WORD
- MS EXCEL
- MS POWERPOINT
- MS ACCESS
- MS OUTLOOK





AIM OF THE COURSE

ENABLE STUDENTS TO THROUGHOUT THE WORLD TO REALIZE THEIR FULL POTENTIAL BY CREATING TECHNOLOGY THAT TRANSFORMS THE PEOPLE WORK, PLAY, AND COMMUNICATION

COURSE OBJECTIVE

- TO STUDY HOW TO USE THE MS-OFFICE APPLICATION
- TO STUDY HOW TO UTILIZE THE FEATURES OF MS-OFFIC FOR RESEARCH PERSPECTIVE

COURSE OUTCOMES

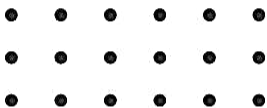
After completing the course,the students enable

- Student gain decipline knowledge
- Skill development
- modern tool usage



COURSE CO-ORDINATOR

DR. ARUCHAMY RAJINI
DR. M. MALATHI



- **COURSE CODE** : 22UCS2VA
- **COURSE NAME** :MICROSOFT OFFICE AUTOMATION SUITE
- **DURATION** :30 HOURS



MODULE-1

MS WORD

TEXT BASICS,TEXT FORMATTING,HEADER & FOOTER ,
WORKING WITH BULLETS AND NUMBER LIST, TABLES,
MERGING DOCUMENT, PRINTING

MODULE-2

MS EXCEL

FORMATTING EXCEL WORKBOOK, PERFORM
CALCULATION WITH FORMULA, OFFICE BUTTON,
WORKING WITH CELLS, FORMATTING TEXXT, TO INSERT
ROWS & COLOUMS, SORTING, SHORTCUT KEYS

MODULE-3

MS POWERPOINT

SLIDE LAYOUT, INSERTING CHART, ANIMATIONS,
TRANSITION, INSERTING TEXTBOX, INSERTING SLIDES,
PREPARING TEXT, DRAWING AND GRAPHICS

MODULE-4

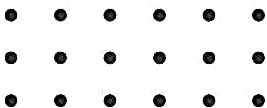
MS ACCESS

CREATING DATABASE TABLE, DATA TYPES, INSERT
RECORDS INTO TABLE, RETRIEVING DATA, MODIFY TABLE,
UPDATING TABLE, DELETING TABLE

MODULE-5

MS OUTLOOK

CALENDARING, TASK MANAGING, CONTACT MANAGING,
NOTE TAKING, SCHEDULE AND APPOINTMENT,SEND AND
RECEIVE EMAILS



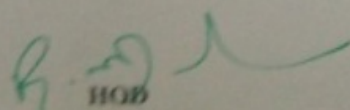
Programme code:	B.Sc	Programme Title :	Bachelor of Science (Computer Science)	
Course Code:	22UCS2VA	Title : Value Added Course	Batch :	2022-2025
		Microsoft Office Automation Suite	Semester:	II
Hrs/Week:	30 Hrs		Credits:	Hrs/Week:

Microsoft Office Automation Suite

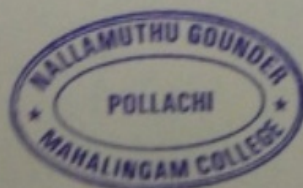
Units	Content	Hours
Unit - I	Introduction to Word – Creating Documents – Cut, Copy, Paste and Font options – Paragraph – Indents – Bullets – Header and Footer – Auto text – Working with Columns – Images – Drawing tools – Auto correct – Protecting Documents thesaurus – Borders and Shading – Working with Tables – Mail Merge – Word Art	6 hrs
Unit - II	Introduction to Excel – Shortcuts – Format a Table- Working with Data, Filter, Sorting, Goal seek – Pivot Tables – Transferring of data between sheets – Sheet links – Freezing Panes – Split Windows – Arrange Windows – Working with Charts	6 hrs
Unit - III	Introduction to PowerPoint – Creating Presentation – Views in PowerPoint – Graphs and animation – Applying Background – Slide Designs – Setting up timing for Slides – Effects – Drawing on Slides – Working with Auto content wizards – Assignment on PPT	6 hrs
Unit -IV	Introduction to MS Access – Access Basics – Design a Database – Build a Database – Work with Forms – Sort, Retrieve, Analyze Data – Work with Report – Access with other Applications – Manage on Access Database	6 hrs
Unit - V	Introduction to Outlook – Customize Outlook settings – Automate Outlook – Print and save information in Outlook – Manage Calendars – Create appointments, meetings and events – Create and manage notes, tasks and Journals – manage contacts and groups	6 hrs
	Total Hours	30 hrs

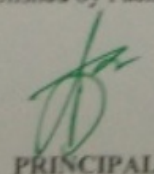
Reference Book:

- 1) Joan Lambert , Curtis Fyre (June 2022) Microsoft Office (Office 2021 and Microsoft 365), Publisher(s): Microsoft Press
- 2) Linda Foulkes (May 2020) Learn Microsoft Office 2019, Published by Packt Publishing Ltd.,


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VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. ASWIN.P

Register no: 22-CS-01 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

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Certificate



This is to certify that Mr/Ms. KIRANKUMAR · U

Register no: 22-CS-04 has participated and successfully completed the course

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This is to certify that Mr/Ms. MANIKANDAN · N

Register no: 22-CS-05 has participated and successfully completed the course

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Certificate



This is to certify that Mr/Ms. NIKILESH.S

Register no: 22-CS-06 has participated and successfully completed the course

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Certificate



This is to certify that Mr/Ms. PRAVEEN · M

Register no: 22-CS-07 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A, Organized by the

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Certificate



This is to certify that Mr/Ms. RAMESH.G

Register no: 22-CS-08 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A, Organized by the

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This is to certify that Mr/Ms. RANJITH R

Register no: 22-CS-09 has participated and successfully completed the course

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Certificate



This is to certify that Mr/Ms. RUTHRAMOORTHY.T

Register no: 22-CS-10 has participated and successfully completed the course

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This is to certify that Mr/Ms. SAMUEL N

Register no: 22-CS-11 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

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This is to certify that Mr/Ms. ABIRAMI.S

Register no: 22-CS-12 has participated and successfully completed the course

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This is to certify that Mr/Ms. ANUPRIYA T

Register no: 22-CS-14 has participated and successfully completed the course

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This is to certify that Mr/Ms. ANUSIYA K

Register no: 22-CS-15 has participated and successfully completed the course

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This is to certify that Mr/Ms. ASHA AFREEN-S

Register no: 22-CS-16 has participated and successfully completed the course

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This is to certify that Mr/Ms. BALASUDHA B

Register no: 22-CS-17 has participated and successfully completed the course

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This is to certify that Mr/Ms. BAR KATH NISHAN

Register no: 22-CS-18 has participated and successfully completed the course

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This is to certify that Mr/Ms. BHAVADHARANI S.E

Register no: 22-CS-19 has participated and successfully completed the course

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This is to certify that Mr/Ms. GIAYATHRI S

Register no: 22-CS-20 has participated and successfully completed the course

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Certificate



This is to certify that Mr/Ms. IRFANA BEGAM D

Register no: 22-CS-21 has participated and successfully completed the course

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An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. ISWARYALAKSHMI.K

Register no: 22-CS-22 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

Dr. Aruchamy Rajini
Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

Dr. R. Manickachezian
Associate Professor & Head

Dep. Of Computer Science (Aided)
NGM College, Pollachi

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India



NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University, An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. KAVI PRABHA R

Register no: 22-CS-23 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the
Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi
held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



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VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. KAVISHREE.A

Register no: 22-CS-24 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



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VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. KIRUBASHINI.M

Register no: 22-CS-25 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran

NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. KIRUBAVATHI.M

Register no: 22-CS-26 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi
held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. LAKSHANA.S

Register no: 22-CS-27 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. MAHALAKSHMI.MM

Register no: 22-CS-28 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran

NGM College, Pollachi

Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. MEENASRI.S

Register no: 22-CS-29 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran

NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. MEGALA.P

Register no: 22-CS-30 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
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NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
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HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University, An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. MOHANAPRIYA.C

Register no: 22-CS-31 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi
held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
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NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
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NGM College, Pollachi

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Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. MONISA.K

Register no: 22-CS-32 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
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STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
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NGM College, Pollachi

HOD

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NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

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VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. NANDHINIPRIYA M

Register no: 22-CS-33 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

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STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)
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VALUE ADDED COURSE COORDINATOR

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Associate Professor & Head

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NGM College, Pollachi

Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. NITHYASREE.S

Register no: 22-CS-34 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

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STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

Dep. Of Computer Science (Aided)
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Dr. R. Muthukumaran

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Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



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VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. PREETHI.V

Register no: 22-CS-35 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

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NGM College, Pollachi

HOD

Dr. R. Muthukumaran

NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. PRIYAVADHANA.S

Register no: 22-CS-36 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran

NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. PUSHPALATHA.M

Register no: 22-CS-37 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
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VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. RUDHRA.S

Register no: 22-CS-38 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

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NGM College, Pollachi

Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE
An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. RUMANA PARVEEN.A

Register no: 22-CS-39 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the
Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College (Autonomous), Pollachi
held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Arichamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. SANTHIYA K

Register no: 22-CS-40 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumar
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India.

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. SASI GOWRI-M

Register no: 22-CS-41 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor

Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head

Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. SELVANANDHINI.KM

Register no: 22-CS-42 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University, Coimbatore, ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. SHALINI MONIKA K

Register no: 22-CS-43 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor

Dr. Aruchamy Rajini
Assistant Professor

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India



NALLAMUTHU GOUNDER MAHALINGAM COLLEGE

An Autonomous Institution, Affiliated to Bharathiar University, An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. SHRIHARINI.D

Register no: 22-CS-44 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)

NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)

NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

Dep. Of Computer Science (Aided)

NGM College, Pollachi

HOD

Dr. R. Muthukumaran

NGM College, Pollachi

Tamil Nadu India

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NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. SOWMIYA J

Register no: 22-CS-45 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
NGM College, Pollachi

HOD

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NGM College, Pollachi
Tamil Nadu India

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VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. SREEMATHY.M

Register no: 22-CS-46 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha

Assistant professor

Dep. Of Computer Science (Aided)

NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini

Assistant Professor

Dep. Of Computer Science (Aided)

NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian

Associate Professor & Head

Dep. Of Computer Science (Aided)

NGM College, Pollachi

HOD

Dr. R. Muthukumaran

NGM College, Pollachi

Tamil Nadu India



NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. SUMITHIRA K

Register no: 22-CS-47 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi
held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
Dep. Of Computer Science (Aided)
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NGM College, Pollachi
Tamil Nadu India

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VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. VALARMATHI.L

Register no: 22-CS-48 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A+, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

held during the academic year 2022-2023.

Ms. M. Latha
Assistant professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

STAFF INCHARGE

Dr. Aruchamy Rajini
Assistant Professor
Dep. Of Computer Science (Aided)
NGM College, Pollachi

VALUE ADDED COURSE COORDINATOR

Dr. R. Manickachezian
Associate Professor & Head
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NGM College, Pollachi

HOD

Dr. R. Muthukumaran
NGM College, Pollachi
Tamil Nadu India

PRINCIPAL



NALLAMUTHU GOUNDER MAHALINGAM COLLEGE



An Autonomous Institution, Affiliated to Bharathiar University. An ISO 9001:2015 Certified Institution Pollachi-642001, Tamilnadu, India

VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. VINOTHINI.M

Register no: 22-CS-49 has participated and successfully completed the course

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Dr. R. Manickachezian

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Tamil Nadu India



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VALUE ADDED COURSE

Certificate



This is to certify that Mr/Ms. VINUSRI.B

Register no: 22-CS-50 has participated and successfully completed the course

Microsoft Office Automation Suite with the grade A, Organized by the

Department of Computer Science (Aided), Nallamuthu Gounder Mahalingam College(Autonomous), Pollachi

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VALUE ADDED COURSE COORDINATOR

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Associate Professor & Head
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HOD

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