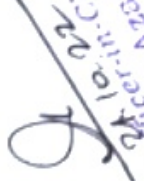


**Certificate Course in Basic languages 2021-22 Maulana Azad College with SNAP academy**

| Name of the Course              | Session                 | Students enrolled | Names                    |
|---------------------------------|-------------------------|-------------------|--------------------------|
| Basic Persian language Course   | September 2021-Feb 2022 | 3                 | Kainat Siddique          |
|                                 |                         |                   | Nilanjana Hajra          |
| Persian Advanced 2022           | September 2021-Feb 2022 | 3                 | Nandini Bhattacharya     |
|                                 |                         |                   | Furqan Ahmed             |
|                                 |                         |                   | Ankana Chakraborty       |
| Advanced Arabic language Course | September 2021-Feb 2022 |                   | Trina Banerjee           |
| Basic Arabic language Course    | September 2021-Feb 2022 | 1                 | Zeba Sadia               |
|                                 |                         |                   | Utsa Sarmin              |
|                                 |                         | 7                 | Papri Chatterjee         |
|                                 |                         |                   | Bibhabhori Bhattacharyya |
|                                 |                         |                   | Sushruta Bhattacharjee   |
|                                 |                         |                   | Sk. Abdul Sattar         |
|                                 |                         |                   | Amiul Haque Mallick      |
|                                 |                         |                   | Md. Mahafujur Rahman     |
| Basic Urdu Language Course      | September 2021-Feb 2022 | 6                 | Mitra Bhattacharya       |
|                                 |                         |                   | Srilata Sircar           |
|                                 |                         |                   | Nazia Parvez             |
|                                 |                         |                   | Twisha Deb               |
|                                 |                         |                   | Sreejata Paul            |
|                                 |                         |                   | Shayeri Bhattacharya     |
| Advanced Urdu Language Course   |                         |                   | Sarban Bhattacharya      |
|                                 |                         | 3                 | Shaik Guffrana           |
|                                 |                         |                   | Bichitra Bagchi          |
| <b>Total</b>                    |                         | <b>23</b>         |                          |

  
 10/02/22  
 Officer-in-Charge  
 Maulana Azad College  
 Kolkata



**SNAP Academy**  
(A Unit of Association SNAP),  
Kolkata



## *Certificate of Participation*

This is to certify that.....*Trina Banerjee*.....

Participated and successfully completed six month online basic course on

**ADVANCED PERSIAN LANGUAGE COURSE.**

Session :September 2021- February 2022

*Organised by :-*

**SNAP Academy (A Unit of Association SNAP), Kolkata**

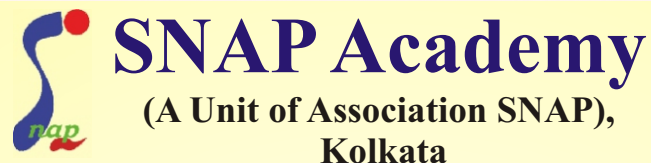
*in collaboration with*

**Maulana Azad College, Kolkata**

**Dr. Subir Dasgupta**  
IQAC Coordinator,  
Maulana Azad College

**Dr. Iftexhar Ahmed**  
Head and Course Coordinator,  
Dept. of Persian, Maulana Azad College

**Sabir Ahamed**  
Hon. Secretary,  
Association SNAP



# *Certificate of Participation*

This is to certify that.....*Furquan Ameen*.....

Participated and successfully completed six month online basic course on

**ADVANCED PERSIAN LANGUAGE COURSE.**

Session :September 2021- February 2022

*Organised by :-*

**SNAP Academy (A Unit of Association SNAP), Kolkata**

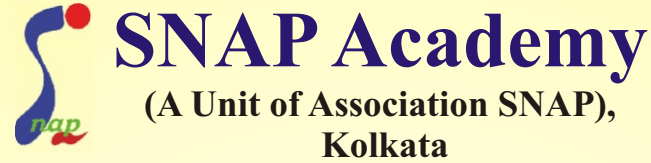
*in collaboration with*

**Maulana Azad College, Kolkata**

**Dr. Subir Dasgupta**  
IQAC Coordinator,  
Maulana Azad College

**Dr. Iftexhar Ahmed**  
Head and Course Coordinator,  
Dept. of Persian, Maulana Azad College

**Sabir Ahamed**  
Hon. Secretary,  
Association SNAP



# Certificate of Participation

This is to certify that.....*Ankana Chakraborty*.....

Participated and successfully completed six month online basic course on

**ADVANCED PERSIAN LANGUAGE COURSE.**

Session :September 2021- February 2022

*Organised by :-*

**SNAP Academy (A Unit of Association SNAP), Kolkata**

*in collaboration with*

**Maulana Azad College, Kolkata**

**Dr. Subir Dasgupta**  
IQAC Coordinator,  
Maulana Azad College

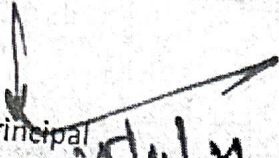
**Dr. Iftexhar Ahmed**  
Head and Course Coordinator,  
Dept. of Persian, Maulana Azad College

**Sabir Ahamed**  
Hon. Secretary,  
Association SNAP

Notice

25<sup>th</sup> November 2021

A meeting with respective co ordinators of ensuing certificate /add on courses with Principal and Co-ordinator IQAC will be held on 1<sup>st</sup> December 2021 at 1 PM at Principal chamber . All are requested to attend the meeting positively.

  
Principal  
Maulana Azad College  
Principal  
Maulana Azad College  
Kolkata-13

Agenda

1. To fix up the modalities & Detail Plan of ensuing certificate course
2. Miscellaneous

Copy to

1. Dr. S. C. Dasgupta – Co coordinator IQAC
2. Dr. D. K. Somai, Co ordinator – Spanish language
3. Dr. Debarshri Basu, Co ordinator- Communicative English
4. Smt. Madhu Sarda, Co ordinator- GST-Tally
5. Dr. Golam Moinuddin, Co ordinator, Basic Computing
6. Dr. Subhodip Samanta ( Invitee)
7. Sri Sujoy Ghosh ( invitee)



# Students' Attendance Register for

the month of.....20

CLASS \_\_\_\_\_ SEC \_\_\_\_\_

SUBJECT \_\_\_\_\_

| Roll No. | NAME OF STUDENTS    | Admission No. | ATTENDANCE |   |   |   |   |   |   |   |   |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |    |   |   |   |
|----------|---------------------|---------------|------------|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|---|---|---|
|          |                     |               | 1          | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 |   |   |   |
| 41       | Rounak Chhangani    |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 42       | Juyena Nagnin       |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 43       | Indrapramit Roy     |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 44       | Tapita Saha         |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 45       | Saimveen AhSam      |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 46       | Saurik Sen          |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 47       | Ashiya Javed        |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 48       | Sohag Mukhopadhyay  |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 49       | Arumava Das         |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 50       | Neha Mukherjee Kaul |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 51       | Jaydeep Mukherjee   |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 52       | Piyasha Das         |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 53       | Sandepta Malakar    |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 54       | Hallika Ganguly     |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 55       | Aryan Jha           |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 56       | Rounak Roychowdhury |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 57       | Shirin Saha         |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 58       | Sagar Samanta       |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 59       | AKanksha Prasad     |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 60       | Deepsika Sarma      |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 61       | Muskan Nath         |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 62       | Rohan Banerjee      |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 63       | Biswanth KV Singh   |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 64       | Ananya Sarkar       |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 65       | Annesha Mukherjee   |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L | L |
| 66       | Arpita Pramanik     |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 67       | Durba Roy           |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 68       | Moushali Bil        |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 69       | Sampati Kundu       |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 70       | Saptatish Roy       |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 71       | Saswati Karmakar    |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 72       | Penki Kumari Shaw   |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 73       | Soumitra Biswas     |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 74       | Soumitra Das        |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 75       | Sruja Sarkar        |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 76       | Soumyadipa Saha     |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 77       | Kajal Ranjan        |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 78       | Sambit Ghosh        |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| 79       | and Ash Mallick     |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| F-1      | Dr. Mahua Patra     |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L |   |
| F-2      | Dr. Dipak Kumar Som |               | L          | L | L | L | L | L | L | L | L | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L  | L | L | L |



docs.google.com/1



# Registration for Certificate Course in Spanish

**For Spanish certificate course : Batch-3:  
2022-23: classes will start tentatively  
from Sep-22**

webinar.mac@maulanaazadcollegekolkata.ac.  
[Switch account](#)



\* Indicates required question

Email \*

Your email

---





**Office of the Principal  
Maulana Azad College, Kolkata**

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**NOTICE 10      Date: 21.12.2021**

This is notified for all concerned that the following two certificate courses have already been launched and the Classes are going to be commenced on and from 23<sup>rd</sup> December, 2021 through on line mode.

1. Certificate course in Communicative English
2. Certificate course in Spanish Language


Moreover the following two certificate courses are going to be launched in January 2022.

3. Certificate course in 'Basic computing & Office Automation'
4. Certificate course in 'Financial accounting with GST & Tally'

An online inaugural program in this regard has been arranged on 23<sup>rd</sup> December, 2021 at 3 p.m.

All Teachers, Coordinators of Certificate Courses, Coordinator of IQAC, Resource Persons and all registered Students are requested to attend the inaugural program following the Google meeting link:

Link: <https://meet.google.com/fma-exzr-myb>

  
Principal  
Maulana Azad College



Maulana Azad College  
8, Rafi Ahmed Kidwai Road, Kolkata-13



## CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH

From 2021-22



### COURSE FEATURES

- ❖ 15-Week Course
- ❖ Two classes per week, each of 1 hour duration.
- ❖ Minimum contact hours: 30
- ❖ Student intake: 30 per group
- ❖ Minimum qualification: Higher Secondary (12<sup>th</sup> Standard pass); current UG & PG students of this college as well as other educational institutions are eligible.
- ❖ Admission: **First-come-first-served basis.**
- ❖ Teaching, Learning and Evaluation included.
- ❖ Spoken & Written English;
- ❖ Interview training & Group Discussion
- ❖ Certificate on successful completion of the Course
- ❖ Course Fee for Students: Rs. 500/-

Apply Now!

[www.maulanaazadcollegekolkata.ac.in](http://www.maulanaazadcollegekolkata.ac.in)

## RESOURCE PERSON

- ❖ Prof. A. Chakraborty, Dept. of Basic Science and Humanities, Future Institute



## SYLLABUS

- ❖ *Module for Beginner's level:* Introduction to Communication, types of communication, barriers of communication, KOPPACT factor, LSRW skills, self-introduction, guidelines of JAM Session, practice sessions, public speech, extempore & filler words, conversation & role-play, subject-verb agreement, tense, narration & voice change, poster presentation (group activity), group discussion.
- ❖ *Module for Advanced level:* Interview skills, PPT presentation, debate, listening & retelling (audio/visual presentation).

Course Coordinator: Dr Debasri Basu, 9038781798  
Email: diibii@rediffmail.com

*Principal*  
Maulana Azad College, Kolkata

## Attendance record of Certificate Course in Communicative English (2021-22), Maulana Azad College, Kolkata

| Name                | L 01 28/12/2021 | L 02 30/12/2021 | L 03 06/01/2022 | L 04 08/01/2022 | L 05 09/01/2022 | L 06 11/01/2022 | L 07 17/01/2022 | L 08 22/01/2022 | L 09 25/01/2022 | Public Speech | L 10 29/01/2022 | Public Speech | L 11 01/02/2022 | Public Speech | L 12 06/02/2022 | L 13 12/02/2022 | L 14 19/02/2022 | L 15 19/03/2022 | L 16 20/03/2022 | L 17 05/04/2022 | L 18 06/04/2022 | L 19 12/04/2022 | L 20 19/04/2022 | L 21 19/04/2022 | L 22 26/04/2022 | L 23 26/04/2022 | L 24 27/04/2022 | L 25 02/05/2022 | L 26 03/05/2022 | L 27 09/05/2022 | L 28 10/05/2022 | L 29 17/05/2022 | L 30 23/05/2022 | PFT | Interview Se |  |        |        |         |        |        |        |  |  |
|---------------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|-----------------|---------------|-----------------|---------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----|--------------|--|--------|--------|---------|--------|--------|--------|--|--|
| ABDUL RAHMAN        | 1               | 2A              |                 |                 | 4               | 5               | 6               |                 |                 |               |                 |               |                 |               |                 | 7               |                 |                 | 8               | 9               |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| SK SAFUDDIN         | 1               | 2E              |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10A           | 11              | 12            |                 |                 |                 |                 | 13              | 14              | 15              | 16              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  | E (88) |        |         |        |        |        |  |  |
| MD ENAYATU LLAH     | 1               | 2               | Not Given       |                 | 4               | 5               | 6               | AB              |                 |               |                 |               |                 |               |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| MD KARIMULLAH HAQUE | A               | 2A              |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11A           | 12              | 13            |                 |                 |                 |                 | 14              | 15              | 16              | 17              | 18              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  | A (79) | A (79) |         |        |        |        |  |  |
| MAMUN AKHTAR        | 1               |                 | AB              |                 | 2               |                 |                 |                 |                 |               |                 |               |                 |               |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| ZESHAN ULLAH        | 1               | 2B              |                 | 4               | 5               | 6               | 7               | 8               |                 | 9             |                 | 10            | 11              | 12            | 13              |                 |                 |                 | 14              | 15              | 16              | 17              | 18              | 19              | 20              | 21              |                 |                 |                 |                 |                 |                 |                 |     |              |  |        | E (89) | O (100) |        |        |        |  |  |
| MD RIOWAN RIDWI     | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            |                 |                 |                 |                 | 14              | 15              | 16              | 17              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| MIRNOY MONDAL       | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11A           | 12              | 13            | 14              |                 |                 |                 | 15              | 16              | 17              | 18              | 19              | 21              | 22              | 23              | 24              | 25              | 26              | 27              |                 |                 |                 |     |              |  | E (88) | A (79) |         |        |        |        |  |  |
| BUSHRA FATMA        | 1               | AB              |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10B           | 11              | 12            | 13              |                 |                 |                 | 14              | 15              | 16              | 17              | 19              | 20              | 21              |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        | A (79) |         |        |        |        |  |  |
| ANUPAM POLLEY       | A               | 1               |                 | 3               | 4               | 5               | 6               | 7               | 8               |               |                 |               |                 |               |                 |                 |                 |                 | 9               |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| SANCHIN BISWAS      | 1               |                 |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10B.A         | 11              | 12            | 13              |                 |                 |                 | 14              | 15              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| MEGHA MONDAL        | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            |                 |                 |                 |                 | 11              | 12              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| KAMRUDDIN ISLAM     | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            |                 |                 |                 |                 | 13              | 14              | 15              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        | A (79)  |        |        |        |  |  |
| ARSHAL BANERJEE     | 1               | 2               |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10E           | 11              | 12            | 13              |                 |                 |                 | 14              | 15              | 16              | 17              | 19              | 20              | 21              | 22              | 23              | 24              | 25              | 26              | 27              |                 |                 |     |              |  |        | E (88) | E (89)  |        |        |        |  |  |
| SABA KHATOON        | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            |                 |                 |                 |                 | 12              | 13              | 14              | 15              | 16              | 17              | 18              | 19              |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| MD ASIF REZA        | 1               |                 |                 | 2               | 3               | 4               | 5               | 6               | 7               |               | 8A              | 9             | 10              | 11            | 12              |                 |                 |                 | 13              | 14              | 15              | 17              | 18              | 19              | 20              | 21              | 22              | 23              | 24              | 25              |                 |                 |                 |     |              |  |        |        | A (79)  | A (79) |        |        |  |  |
| MALLOY MANDAL       | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| SARFARA ZALAM       | 1               | 2               |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10            | 11              | 12            | 13              |                 |                 |                 | 11              | 12              | 13              | 14              | 15              | 16              | 17              | 18              | 19              | 20              | 21              |                 |                 |                 |                 |     |              |  |        |        | A (79)  | B (69) |        |        |  |  |
| MD FAZAN HUSSAIN    | 1               | 2               |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10            | 11              | 12            | 13              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| MD HASHIR FAHIZ     | 1               | 2               |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10            | 11              | 12            | 13              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| SAHNA PARVIN        | 1               | 2               |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10            | 11              | 12            | 13              |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| LIDIT GHOSH         | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            |                 |                 |                 |                 | 13              | 14              | 15              | 16              | 17              | 19              | 20              |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        | A (79)  |        |        |        |  |  |
| SAMIT GHOSH         | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            |                 |                 |                 |                 | 8               | 9               |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| SHAHINA KHATUN      | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            | 14              |                 |                 |                 | 15              | 16              | 17              | 18              | 19              | 21              | 22              | 23              | 24              | 25              | 26              | 27              | 28              |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| ABU HANIF MALLICK   | 1               | 2               |                 | 3               | 4               | 5               | 6               | 7               | 8               |               | 9               | 10            | 11              | 12            | 13              |                 |                 |                 | 12              | 13              | 14              | 15              | 16              | 17              | 18              | 19              | 20              | 21              |                 |                 |                 |                 |                 |     |              |  |        |        |         | A (79) |        |        |  |  |
| MD SHAYED           | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            | 14              |                 |                 |                 | 11              | 12              | 13              | 14              | 15              | 16              | 17              | 18              | 19              | 20              |                 |                 |                 |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| TASNIM SULTANA      | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            | 14              |                 |                 |                 | 14              | 15              | 16              | 17              | 18              | 19              | 20              | 21              | 22              | 23              | 24              | 25              |                 |                 |                 |     |              |  |        |        |         | A (79) | A (79) |        |  |  |
| SHRESTHA MANDAL     | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            | 14              |                 |                 |                 | 15              | 16              | 17              | 18              | 19              | 20              | 21              | 22              | 23              | 24              | 25              | 26              | 27              |                 |                 |     |              |  |        |        |         |        | B (69) | A (79) |  |  |
| RUKSHAD SK          | 1               | 2               |                 | 4               | 5               | 6               | 7               | 8               | 9               |               | 10              | 11            | 12              | 13            | 14              |                 |                 |                 | 15              | 16              | 17              | 18              | 19              | 20              | 21              | 22              | 23              | 24              | 25              | 26              | 27              |                 |                 |     |              |  |        |        |         |        |        |        |  |  |
| PRITAM MANDAL       | A               |                 |                 | 2               | 3               | 4               | 5               | 6               | 7               |               | 8               | 9             | 10              | 11            | 12              |                 |                 |                 | 12              | 13              | 14              | 15              | 16              | 17              | 18              | 19              | 20              | 21              | 22              | 23              | 24              |                 |                 |     |              |  |        |        |         |        |        |        |  |  |





# MAULANA AZAD COLLEGE

8, Rafi Ahmed Kidwai Road, Kolkata - 700 013

## CERTIFICATE

*Certified that \_\_\_\_\_  
has successfully completed the 'Certificate Course in  
Communicative English' of 30 hours duration conducted by  
Maulana Azad College from December 2021 to May 2022 and  
secured Grade \_\_\_\_\_.*

| GRADE SCHEME |                      |
|--------------|----------------------|
| A++          | Outstanding (90-100) |
| A+           | Excellent (80-89)    |
| A            | Very Good (70-79)    |
| B+           | Good (60-69)         |
| B            | Fair (50-59)         |

**Dr. Debasri Basu**  
Course Co-ordinator  
Maulana Azad College

**Dr. Subir Chandra Dasgupta**  
Co-ordinator (IQAC)  
Maulana Azad College

**Principal**  
Maulana Azad College

**West Bengal Electronics Industry Development Corporation Limited**

**WIL Division**

225F, A. J. C. Bose Road, 4th Floor, Kolkata - 700 020  
Phone : 91-33-2283 3567 / 68 / 69 • Fax : 91-33-2281 0884 • e-mail : info.wil@webel-india.com  
PAN : AAACW2411Q • TAN : CALW00084A • GSTIN : 19AAACW2411Q1Z1 • CIN : U52209WB1974SGC029237

WBEIDC:WIL:MAC:001:2019-2020

July 24, 2019

The Principal  
Maulana Azad College  
8, Rafi Ahmed Kidwai Road  
Kolkata – 700 013

**Sub: Computer Training to Minority Girls' student.**

Respected Sir,

This has reference to the discussion we had with your good self on 21.07.2019 at your esteemed institution on the above noted subject.

It gives us immense pleasure to introduce ourselves as one of the leading **IT Education-Training institute** in the state of West Bengal. **West Bengal Electronics Industry Development Corporation Limited (WIL Division)**, is the IT Education and training arm of **West Bengal Electronics Industry Development Corporation Limited (WEBEL)**, a Government of West Bengal Undertaking.

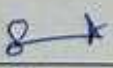
We are pleased to inform you that we are eager to conduct the aforesaid training programme.

The course along with other terms & conditions are enclosed herewith in **Annexure I** for your kind perusal. The detailed course topics and training schedule are also attached herewith in **Annexure II & Annexure III** for your ready reference.

In case of any further clarifications, please feel free to contact us.

Thanking you.

Yours faithfully,  
**For West Bengal Electronics Industry Development Corporation Limited (WIL Division)**

  
Surajit Mandal  
Advisor



**ANNEXURE - II****Detailed Course Break-up**

| Covered Topics                   | Curriculum  |
|----------------------------------|---|
| <b>System Basics and Windows</b> | <ul style="list-style-type: none"> <li>• An introduction to Computer Systems</li> <li>• Understanding machine configuration</li> <li>• OS and its function</li> <li>• Booting</li> <li>• An Introduction to Windows Environment</li> <li>• Concepts &amp; Creation of Files and Folders</li> <li>• Mouse &amp; its events</li> <li>• Elementary Text entry (Notepad, WordPad)</li> <li>• File Management in Windows (Copy, Move, Rename, Delete Operations)</li> <li>• Transferring Files into a CD, Pen Drive</li> <li>• Proper System Shutdown</li> </ul>   |
| <b>Office Productivity</b>       | <p><b>Microsoft Word</b></p> <ul style="list-style-type: none"> <li>• Introduction to MS-Word</li> <li>• Creating, Editing, Saving, Opening a Document</li> <li>• Saving and protecting a Document</li> <li>• Document Formatting – Font, Border &amp; Shading, Bullets, Numbering, Paragraph, Symbol, Spelling &amp; Grammar</li> <li>• Working with Tabs</li> <li>• Page setup and printing</li> <li>• Table &amp; Mail Merge Operation</li> <li>• File printing procedure and printer selection</li> </ul> <p><b>Microsoft Excel</b></p> <ul style="list-style-type: none"> <li>• Introduction to MS-Excel</li> <li>• Creating a simple Excel database</li> <li>• Editing and formatting cells</li> <li>• Cell reference – Relative, Absolute and Mixed</li> <li>• Writing simple formulae</li> <li>• Working with functions (statistical financial text)</li> <li>• Working with IF AND OR statement</li> <li>• Data Sorting</li> <li>• Querying Data using Filter</li> <li>• Subtotals</li> <li>• Working with Charts</li> <li>• Printing worksheet</li> </ul> <p><b>Microsoft Power Point</b></p> <ul style="list-style-type: none"> <li>• Introduction to PowerPoint.</li> <li>• Starting a Presentation.</li> <li>• Slide Views and their Functionaries and Different Slide Types.</li> <li>• Working with Slides (Adding Text, Graphics, Table, Chart, Sounds &amp; Movies)</li> <li>• Applying Slide Effects (Slide Transition, Object Animation and Sound effects)</li> <li>• Automation of Slides Presentation and setting up Slide Timings.</li> </ul> |





**ANNEXURE - I**

|     |                                 |  |
|-----|---------------------------------|--|
| 1.  | Course Title                    | <b>GENERAL AWARENESS OF COMPUTER AND OPERATIONAL APPLICATION</b>   |
| 2.  | Course Contents                 | Systems Basics and Windows, Word, Excel, Power Point (Detailed syllabus is enclosed in <b>Annexure-II</b> )  |
| 3.  | Duration                        | 22 Hours ( <b>02 hours per day</b> ) inclusive of Evaluation.  |
| 4.  | Timings                         | Afternoon (Class schedule enclosed in Annexure –III)   |
| 5.  | Theory: Lab                     | 30:70  |
| 6.  | Batch Strength                  | <b>20 participants</b> (Maximum)   |
| 7.  | Methodology of Training         | Lectures, Demos & Practice sessions  |
| 8.  | Attendance & Evaluation         | Attendance shall be taken on each day. Successful Participants will be awarded <b>Certificate</b> based on <b>performance in class and examination.</b>  |
| 9.  | Practical / Hands-on Session    | <b>Two individual</b> per system.  |
| 10. | Courseware, stationery & others | We would provide course materials (file, pad, pen and Book) to each trainee. We would provide industry standard Faculty.   |
| 11. | Venue & Infrastructure          | Training will be conducted at your college Premises and <b>necessary infrastructure like Computers, Software, Projector, Sitting arrangement, White Board etc. are to be provided by you.</b>          |
| 12. | Programme cost                  | <b>Rs.20000/-</b> (Twenty Thousand Only) inclusive of GST.   |
| 13. | Terms of Training               | After receiving your firm order at least 04 working days lead-time is needed to start the training programme ( <b>as discussed; we may commence training on and from 7<sup>th</sup> August 2019</b> ). |
| 14. | Payment Terms                   | Payment is to be made in favour of <b>West Bengal Electronics Industry Development Corporation Limited</b> by Cheque/Demand Draft/NEFT. The bank details are enclosed herewith.                        |





# MAULANA AZAD COLLEGE

**Webel**  
opportunities *in*finite

8, Rafi Ahmed Kidwai Road, Kolkata - 700 013

*in association with*

## **West Bengal Electronics Industry Development Corporation Limited**

(A Government of West Bengal Undertaking)

WIL Division

225F, A. J. C. Bose Road, 4<sup>th</sup> Floor, Kolkata - 700 020

# CERTIFICATE

*Certified that* \_\_\_\_\_

*has successfully completed 36 hours training on 'Certificate Course in Basic Computing & Office Automation (Module – I)' conducted by Maulana Azad College and secured Grade\_\_\_\_\_.*

| GRADE SCHEME |                             |
|--------------|-----------------------------|
| <b>A++</b>   | <b>Outstanding (90-100)</b> |
| <b>A+</b>    | <b>Excellent (80-89)</b>    |
| <b>A</b>     | <b>Very Good (70-79)</b>    |
| <b>B+</b>    | <b>Good (60-69)</b>         |
| <b>B</b>     | <b>Fair (50-59)</b>         |

**Dr. Golam Moinuddin**  
Course Co-ordinator  
Maulana Azad College

**Dr. Subir Chandra Dasgupta**  
Co-ordinator (IQAC)  
Maulana Azad College

**Mr. Puspall Ghosh**  
GM (Education)  
WBEIDCL

**Principal**  
Maulana Azad College

**Evaluation Result Details for Batch-1****Exam Date: 2nd June 2022****Full Marks: 50**

| SRLNO | NAME              | WORD | EXCEL | POWERPOINT | TOTAL | PERCENTAGE |
|-------|-------------------|------|-------|------------|-------|------------|
| 1     | Nabeela Jahan     | 20   | 16    | 9          | 45    | 90         |
| 2     | Samreen Ahsan     | 20   | 14    | 10         | 44    | 88         |
| 3     | Emami Suraiya     | 17   | 16    | 9          | 42    | 84         |
| 4     | Saahil Jaman      | 20   | 13    | 9          | 42    | 84         |
| 5     | Zia Kausar        | 20   | 14    | 5          | 39    | 78         |
| 6     | Anupam Sharma     | 20   | 6     | 9          | 35    | 70         |
| 7     | Mommaz Khatun     | 17   | 12    | 5          | 34    | 68         |
| 8     | Noorul Islam      | 19   | 10    | 0          | 29    | 58         |
| 9     | Sqir Malik        | 20   | 7     | 0          | 27    | 54         |
| 10    | Sabnam Banu       | 20   | 7     | 0          | 27    | 54         |
| 11    | Mrinoy Mondal     | 13   | 6     | 7          | 26    | 52         |
| 12    | Sk. Sarfaraj Khan | 18   | 6     | 4          | 28    | 56         |
| 13    | Mehrun Nisha      | 12   | 6     | 8          | 26    | 52         |
| 14    | Arifuj Jaman Mia  |      |       | Absent     |       |            |
| 15    | MD. Mehtab Alam   |      |       | Absent     |       |            |
| 16    | Chanaullah Mondal |      |       | Absent     |       |            |
| 17    | Sk. Shorab        |      |       | Absent     |       |            |

**Evaluation Result Details for Batch2 Exam****Date: 25<sup>th</sup> May 2022****Full Marks: 50**

| SRLNO | NAME             | WORD | EXCEL | POWERPOINT | TOTAL | PERCENTAGE |
|-------|------------------|------|-------|------------|-------|------------|
| 1     | Mallika Aliya    | 19.5 | 18.5  | 10         | 48    | 96         |
| 2     | Sruti das        | 20   | 16.5  | 10         | 46.5  | 93         |
| 3     | Farhin Sarkar    | 16   | 18.5  | 10         | 44.5  | 89         |
| 4     | Mohammad Yusuf   | 20   | 18.5  | 3          | 41.5  | 83         |
| 5     | Tahira Khatun    | 12   | 12    | 9.5        | 33.5  | 67         |
| 6     | Bushra Fatma     | 18   | 4     | 10         | 32    | 64         |
| 7     | Shahneen Parveen | 19   | 4     | 7.5        | 30.5  | 61         |
| 8     | Ahmadur Rahman   | 18   | 7     | 5          | 30    | 60         |
| 9     | Afrin Khan       | 13   | 7     | 7          | 27    | 54         |
| 10    | Amirul Islam Sk. | 12   | 6     | 7          | 25    | 50         |
| 11    | Nur Alam SK.     | 13   | 6     | 6          | 25    | 50         |
| 12    | Adbul Sajid*     | 14   | 6     | 6          | 26    | 52         |
| 13    | Amena Khatun     |      |       | Absent     |       |            |
| 14    | Nurul Islam      |      |       | Absent     |       |            |

**\* Attended Exam on Batch -1**

Government of West Bengal  
Office of the Principal  
Maulana Azad College, Kolkata

Notice No. 12

Date. 07/09/2022

Notice 12

Students enrolled for the **Certificate Course in Financial Accounting with GST** for February 2022 Batch-I & II are notified that their weekly online/offline classes will be held as per following schedule with effect from 15th February, 2022. No class will be held on registered national holiday. Students are also advised to be regular in their classes to fulfil minimum contact hours to be eligible for evaluation. Final list of selected candidates is attached herewith.

**WEEKLY CLASS SCHEDULE**

| BATCH | DAY       | TIME           | ROLL NO  |
|-------|-----------|----------------|----------|
| I     | TUESDAY   | 3.00 pm-5:00pm | 1 to 25  |
|       | THURSDAY  | 3.00 pm-5:00pm | 1 to 25  |
| II    | WEDNESDAY | 3.00 pm-5:00pm | 26 to 50 |
|       | FRIDAY    | 3.00 pm-5:00pm | 26 to 50 |

Dr. Subhasish Dutta  
Principal  
Maulana Azad College  
Kolkata

Dr. Subir Chandra Dasgupta  
Co-Ordinator  
Maulana Azad College  
Govt. of West Bengal

Madhu Sarda  
Madhu Sarda  
Course Co-Ordinator  
Assistant Professor  
Maulana Azad College  
Kolkata

## Final List of Candidates for the Certificate Course in Financial Accounting with GST

| ROLL NO. | NAME OF THE CANDIDATE | DEPARTMENT      | SEMESTER               |
|----------|-----------------------|-----------------|------------------------|
| 1        | AGNIK MAJUMDER        | ACCOUNTANCY (H) | SEMESTER-1             |
| 2        | RUKSHAD SK            | ACCOUNTANCY (H) | SEMESTER-1             |
| 3        | AKASH RAHAMAN         | ACCOUNTANCY (H) | SEMESTER-1             |
| 4        | SARBIK CHAKRABORTY    | ACCOUNTANCY (H) | SEMESTER-1             |
| 5        | SHREYAN GHOSH         | ACCOUNTANCY (H) | SEMESTER-3             |
| 6        | AJMAT ALI             | ACCOUNTANCY (H) | SEMESTER-3             |
| 7        | SASWATA BANERJEE      | ACCOUNTANCY (H) | SEMESTER-5             |
| 8        | TRINANJAN ADHIKARY    | ACCOUNTANCY (H) | SEMESTER-3             |
| 9        | SANGHMITRA HANSDA     | ACCOUNTANCY (H) | SEMESTER-3             |
| 10       | SK SAIFUDDIN          | ACCOUNTANCY (H) | SEMESTER-5             |
| 11       | ARATRIKA SINHA        | ACCOUNTANCY (H) | SEMESTER-1             |
| 12       | RAHUL DEY MAJUMDER    | ACCOUNTANCY (H) | SEMESTER-5             |
| 13       | MALLIKA ALIYA         | ACCOUNTANCY (H) | SEMESTER-3             |
| 14       | MEGHA MONDAL          | ACCOUNTANCY (H) | SEMESTER-1             |
| 15       | SAYANTA SIRCAR        | ACCOUNTANCY (H) | SEMESTER-5             |
| 16       | MOHAMMAD ZESHAN KHAN  | ACCOUNTANCY (H) | SEMESTER-1             |
| 17       | MOHAMMAD YUSUF        | ACCOUNTANCY (H) | SEMESTER-3             |
| 18       | SUBHADIP DALAL        | ACCOUNTANCY (H) | SEMESTER-3             |
| 19       | ARATRIK SARKAR        | ACCOUNTANCY (H) | SEMESTER-5             |
| 20       | MD FAIZAL MOIN        | ACCOUNTANCY (H) | SEMESTER-5             |
| 21       | MD ABID HUSSAIN       | ACCOUNTANCY (H) | SEMESTER-1             |
| 22       | SAHNAZ PARVEEN        | ACCOUNTANCY (H) | SEMESTER-3             |
| 23       | ANANNYA SUR           | ACCOUNTANCY (H) | SEMESTER-5             |
| 24       | ARPITA BISWAS         | ACCOUNTANCY (H) | SEMESTER-3             |
| 25       | SOHANI PRAMANIK       | ACCOUNTANCY (H) | SEMESTER-1             |
| 26       | ARPITA GUHA           | ACCOUNTANCY (H) | SEMESTER-5             |
| 27       | SOMDUTTA SIRCAR       | ACCOUNTANCY (H) | SEMESTER-1             |
| 28       | DIA MONDAL            | ACCOUNTANCY (H) | SEMESTER-5             |
| 29       | ARIJIT ROY            | ACCOUNTANCY (H) | SEMESTER-5             |
| 30       | ANKUSH DAS            | ACCOUNTANCY (H) | SEMESTER-5             |
| 31       | SUJAN RAY             | ACCOUNTANCY (H) | SEMESTER-5             |
| 32       | DANISH SUHAIL         | ACCOUNTANCY (H) | SEMESTER-3             |
| 33       | SOURAV DEY            | ACCOUNTANCY (H) | SEMESTER-5             |
| 34       | RANIT SAHA            | ACCOUNTANCY (H) | SEMESTER-3             |
| 35       | SAGAR ROY             | ACCOUNTANCY (H) | SEMESTER-1             |
| 36       | RITAM HOODATI         | ACCOUNTANCY (H) | SEMESTER-3             |
| 37       | MD HARUN              | ACCOUNTANCY (H) | SEMESTER-3             |
| 38       | ANKITA MATH           | ACCOUNTANCY (H) | SEMESTER-3             |
| 39       | ARKOPRAVO NAG         | ACCOUNTANCY (H) | SEMESTER-3             |
| 40       | SAPTAPARNA DEB        | ACCOUNTANCY (H) | SEMESTER-5             |
| 41       | SAYARI PARUI          | ACCOUNTANCY (H) | SEMESTER-3             |
| 42       | INSHA WAHID           | ACCOUNTANCY (H) | SEMESTER-5             |
| 43       | PRANKISHOR GHOSH      | CHEMISTRY (H)   | SEMESTER-3             |
| 44       | SHERAZ ANWAR          | ACCOUNTANCY (H) | SEMESTER-3             |
| 45       | AMEER HAMZAH KHAN     | ARABIC GENERAL  | SEMESTER-1             |
| 46       | SOURJA CHATTERJEE     | ACCOUNTANCY (H) | SEMESTER-3             |
| 47       | ANUPAM POLLEY         | ACCOUNTANCY (H) | SEMESTER-3             |
| 48       | SAQUIB ANWAR          | ACCOUNTANCY (H) | SEMESTER-5             |
| 49       | POONAM NAYAK          | ACCOUNTANCY (H) | SEMESTER-5             |
| 50       | SOURAV DUTTA          | ACCOUNTANCY (H) | SEMESER-6 (PASSED OUT) |

Dr. Subhasish Dutta  
Principal  
Maulana Azad College  
Kolkata

Dr. Subir Chandra Dasgupta  
Co-Ordinator (IQAC)  
Maulana Azad College  
Govt. of West Bengal  
A. K. Mukherjee Rd. Kcl-13

Madhu Sarda  
Assistant Professor  
Maulana Azad College  
Kolkata



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- ❖ Students in-take: 30 students (maximum)
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# TRAINING CONDUCTED BY

## West Bengal Electronics Industry Development Corporation Limited (WIL Division)



## SYLLABUS

- ❖ **Accounting in TALLY PRIME:** Gateway of Tally ERP 9.0, Company creation and configurations, Day to Day Transaction recording, Bills & Outstanding Management
- ❖ **Inventory Management:** Inventory Creation/ Alteration, Inventory Features, Invoicing of daily Trades, Inventory Reporting
- ❖ **Tax Deducted at Source (TDS):** Understanding TDS, Ledger Creation and Calculation, TDS Payment, Tax Reports
- ❖ **Goods & Services Tax (GST) Management:** GST Introduction, GST Features, GST Configuration, GST Invoicing
- ❖ **Data Management:** Data Control, Data Export and Import, Data Alteration
- ❖ **Reporting:** Books of Accounts, Party Outstanding, Trial Balance, Final Accounts
- ❖ **Goods & Services Tax (GST) & E-Filing:** Basic Concept of GST, Calculation & Rate of GST, Introduction of GST E-Filing, GST Rules, New GST Registration, GST Return : GSTR-1, GSTR-2 , GSTR-3B., GSTR-4, Last Updated rates in GST Form, GST Tax Form Download, Fill up & Upload.

Course Coordinator: Smt. Madhu Sarada, 9123326519  
Email: madhu.sarada@maulanaazadcollegekolkata.ac.in

*Principal*  
Maulana Azad College, Kolkata

FA GST Tally Course Certificates to be Distributed to Following Students (Batch I and Batch II)

| Sl. No. | ROLL NO. | NAME OF THE CANDIDATE | DEPARTMENT      | SEMESTER                      | GRADES |
|---------|----------|-----------------------|-----------------|-------------------------------|--------|
| 1       | 1        | AGNIK MAJUMDER        | ACCOUNTANCY (H) | SEMESTER-1                    | A      |
| 2       | 2        | RUKSHAD SK            | ACCOUNTANCY (H) | SEMESTER-1                    | A+     |
| 3       | 3        | AKASH RAHAMAN         | ACCOUNTANCY (H) | SEMESTER-1                    | A+     |
| 4       | 4        | SARBIK CHAKRABORTY    | ACCOUNTANCY (H) | SEMESTER-1                    | A+     |
| 5       | 5        | SHREYAN GHOSH         | ACCOUNTANCY (H) | SEMESTER-3                    | A++    |
| 6       | 6        | AJMAT ALI             | ACCOUNTANCY (H) | SEMESTER-3                    | A+     |
| 7       | 7        | SASWATA BANERJEE      | ACCOUNTANCY (H) | SEMESTER-5                    | A+     |
| 8       | 8        | TRINANJAN ADHIKARY    | ACCOUNTANCY (H) | SEMESTER-3                    | A++    |
| 9       | 9        | SANGHMITRA HANSDA     | ACCOUNTANCY (H) | SEMESTER-3                    | A++    |
| 10      | 10       | SK SAIFUDDIN          | ACCOUNTANCY (H) | SEMESTER-5                    | A+     |
| 11      | 11       | ARATRIKA SINHA        | ACCOUNTANCY (H) | SEMESTER-1                    | A++    |
| 12      | 12       | RAHUL DEY MAJUMDER    | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 13      | 13       | MALLIKA ALIYA         | ACCOUNTANCY (H) | SEMESTER-3                    | A+     |
| 14      | 14       | MEGHA MONDAL          | ACCOUNTANCY (H) | SEMESTER-1                    | A+     |
| 15      | 15       | SAYANTA SIRCAR        | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 16      | 16       | MD ZESHAN KHAN        | ACCOUNTANCY (H) | SEMESTER-1                    | A++    |
| 17      | 17       | MOHAMMAD YUSUF        | ACCOUNTANCY (H) | SEMESTER-3                    | A+     |
| 18      | 18       | SUBHADIP DALAL        | ACCOUNTANCY (H) | SEMESTER-3                    | A+     |
| 19      | 19       | ARATRIK SARKAR        | ACCOUNTANCY (H) | SEMESTER-5                    | A+     |
| 20      | 20       | MD FAIZAL MOIN        | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 21      | 21       | MD ABID HUSSAIN       | ACCOUNTANCY (H) | SEMESTER-1                    | A+     |
| 22      | 22       | SAHNAZ PARVEEN        | ACCOUNTANCY (H) | SEMESTER-3                    | A+     |
| 23      | 24       | ARPITA BISWAS         | ACCOUNTANCY (H) | SEMESTER-3                    | A-     |
| 24      | 25       | SOHANI PRAMANIK       | ACCOUNTANCY (H) | SEMESTER-1                    | A      |
| 25      | 26       | ARPITA GUHA           | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 26      | 28       | DIA MONDAL            | ACCOUNTANCY (H) | SEMESTER-5                    | A+     |
| 27      | 29       | ARIJIT ROY            | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 28      | 30       | ANKUSH DAS            | ACCOUNTANCY (H) | SEMESTER-5                    | A      |
| 29      | 31       | SUJAN RAY             | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 30      | 32       | DANISH SUHAIL         | ACCOUNTANCY (H) | SEMESTER-3                    | B      |
| 31      | 33       | SOURAV DEY            | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 32      | 34       | RANIT SAHA            | ACCOUNTANCY (H) | SEMESTER-3                    | B+     |
| 33      | 35       | SAGAR ROY             | ACCOUNTANCY (H) | SEMESTER-1                    | A-     |
| 34      | 37       | MD HARUN              | ACCOUNTANCY (H) | SEMESTER-3                    | B-     |
| 35      | 38       | ANKITA MATH           | ACCOUNTANCY (H) | SEMESTER-3                    | B-     |
| 36      | 40       | SAPTAPARNA DEB        | ACCOUNTANCY (H) | SEMESTER-5                    | A      |
| 37      | 41       | SAYARI PARUI          | ACCOUNTANCY (H) | SEMESTER-3                    | A      |
| 38      | 43       | ANANNYA SUR           | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 39      | 44       | SHERAZ ANWAR          | ACCOUNTANCY (H) | SEMESTER-3                    | A      |
| 40      | 46       | SOURJA CHATTERJEE     | ACCOUNTANCY (H) | SEMESTER-3                    | A+     |
| 41      | 47       | ANUPAM POLLEY         | ACCOUNTANCY (H) | SEMESTER-3                    | A-     |
| 42      | 48       | SAQUIB ANWAR          | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 43      | 49       | POONAM NAYAK          | ACCOUNTANCY (H) | SEMESTER-5                    | A++    |
| 44      | 50       | SOURAV DUTTA          | ACCOUNTANCY (H) | SEMESTER-6<br>(PASSED<br>OUT) | A++    |

*Signature*  
4.07.2022





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## CERTIFICATE

*Certified that \_\_\_\_\_*  
*has successfully completed 36 hours training on 'Certificate Course in Financial Accounting with GST-Tally ERP 9' conducted by Maulana Azad College from 15<sup>th</sup> February, 2022 to 20<sup>th</sup> April, 2022 and secured Grade \_\_\_\_\_.*

\_\_\_\_\_  
**Mrs. Madhu Sarda**  
Course Co-ordinator  
Maulana Azad College

\_\_\_\_\_  
**Dr. Subir Chandra Dasgupta**  
Co-ordinator (IQAC)  
Maulana Azad College

\_\_\_\_\_  
**Mr. Puspall Ghosh**  
GM (Education)  
WBEIDCL

\_\_\_\_\_  
**Principal**  
Maulana Azad College