



RR COLLEGE OF PHARMACY

Chikkabanavara, Bangalore-560090
Accredited by NAAC with 'A' Grade

INTERNAL QUALITY ASSURANCE CELL (IQAC)

REPORT ON
WORKSHOP ON INTRODUCTION AND EFFECTIVE USAGE
OF
MICROSOFT WINDOWS

On 15th SEPTEMBER 2024

Submitted to

IQAC - RRI

By


Dr. VACHALA S D
Professor and Head
Department of Pharmaceutical Chemistry



R R COLLEGE OF PHARMACY

CHIKKABANAVARA

BENGALURU – 560090


PRINCIPAL
R.R. College of Pharmacy
Chikkabanavara, Bangalore



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WORKSHOP ON INTRODUCTION AND EFFECTIVE USAGE OF

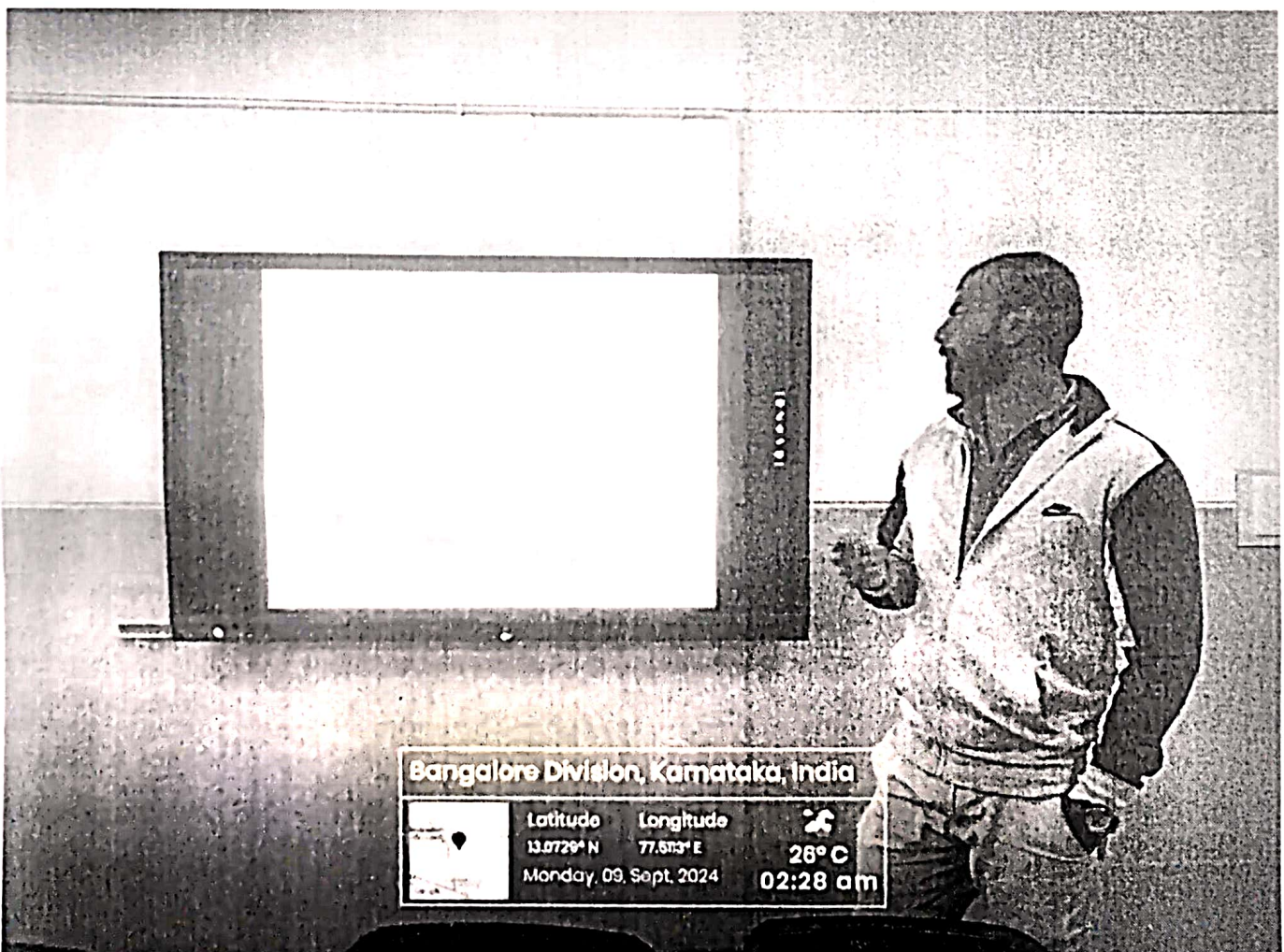
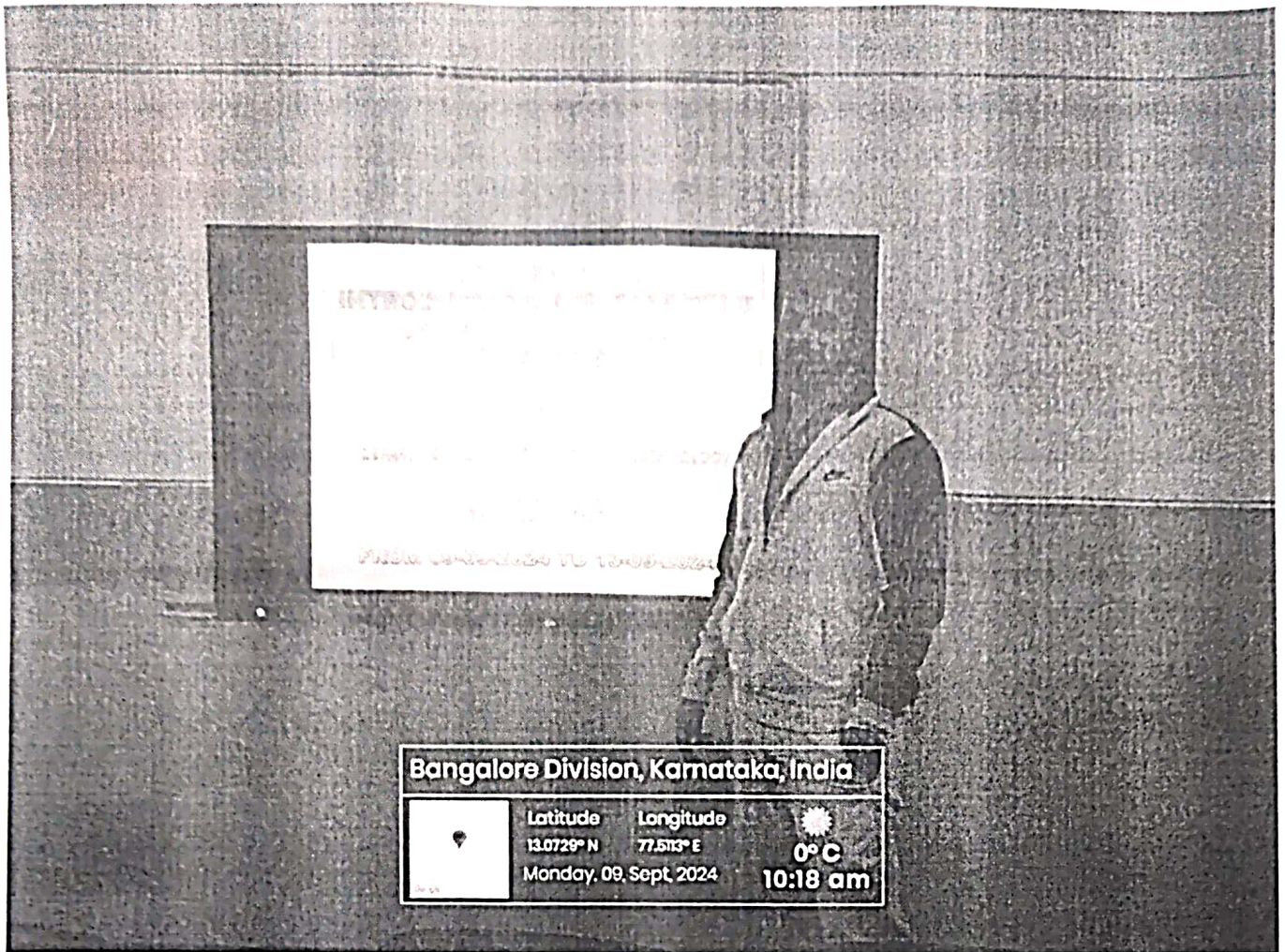
MICROSOFT WINDOWS

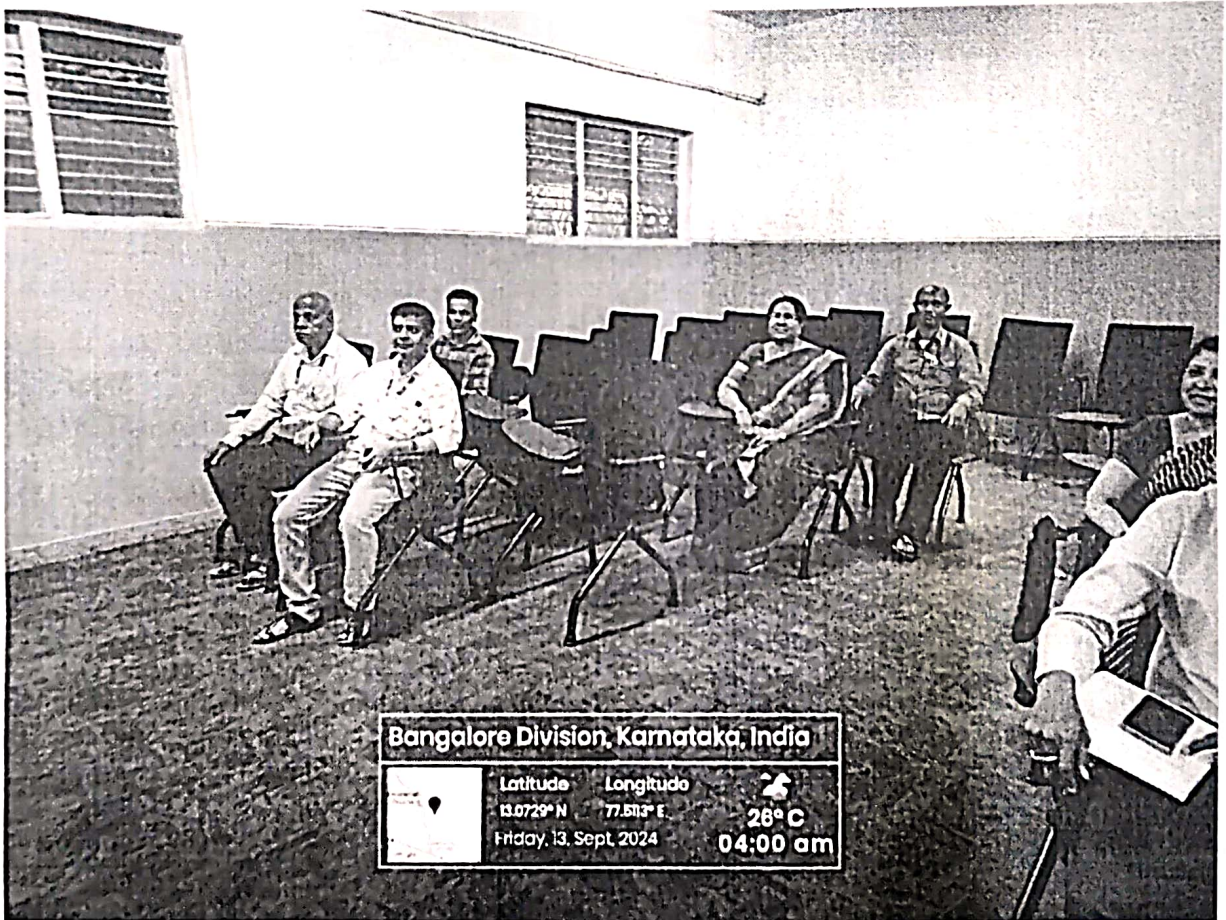
R R College of Pharmacy Organized a workshop on “Introduction and Effective Usage of Microsoft Windows” at Digital Class Room (Lecture Hall-1), with an aim to acquire knowledge on Microsoft Windows to the teaching and non-teaching staff. It has provided an excellent platform on Introduction, Definition, Types (like Windows 10, 8, 7 etc.,) and effective usage of Word File, Excel, PDF, PPT and Storage & Record Keeping of data.

The programme was inaugurated by Chairperson Dr. Narayana Swamy V B, Principal, RRCPh and introduced the speaker to audience. The Speaker Sri. Yogesh M S, Administrator, Dept. of Information & Technology, RR Institute of Technology, Chikkabanavara, Bengaluru was invited to deliver the lecture on the said topic.

RR College of Pharmacy's Teaching & non-teaching staff was attended the programme. The workshop was held for 5 days from 09-09-2024 to 13-09-2024. The program was started at 10 AM by the Chairperson and addressed the gathering on the importance of Windows and Operating System at Office, documentation and Research Work in managing the time effectively.

The vote of thanks was given by Mr. Subhash P G., Associate Professor, Department of Pharmaceutics, RRCPh.





Signature
Convener

Signature
IQAC Coordinator

R.R. College of Pharmacy
Chikkabanavara, Bangalore

Signature
Principal

R.R. College of Pharmacy
Chikkabanavara, Bangalore

ATTENDANCE

DATE: 09-09-2024 TO 13-09-2024

Sl. No.	Name of the Staff	Designation	Signature				
			09-09-2024	10-09-2024	11-09-2024	12-09-2024	13-09-2024
1.	Mrs. Priti V Byali	Office Assistant	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>	<i>P</i>
2.	Ms. Swathi B	Office Assistant	<i>Swathi.B</i>	<i>Swathi.B</i>	<i>Swathi.B</i>	<i>Swathi.B</i>	<i>Swathi.B</i>
3.	Mr. Shadaksharayya Salimath	Store incharge	<i>Shadh</i>	<i>Shadh</i>	<i>Shadh</i>	<i>Shadh</i>	<i>Shadh</i>
4.	Mr. Keshava V	Senior Lab Technician	<i>K</i>	<i>K</i>	<i>K</i>	<i>K</i>	<i>K</i>
5.	Mr. Venkatesh	Lab Technician	<i>V</i>	<i>V</i>	<i>V</i>	<i>V</i>	<i>V</i>
6.	Mr. Vijay Kumar	Lab Technician	<i>V</i>	<i>V</i>	<i>V</i>	<i>V</i>	<i>V</i>
7.	Mrs. Satyabhama	Lab Technician	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>
8.	Mr. Ravindra K T	Attender	<i>R</i>	<i>R</i>	<i>R</i>	<i>R</i>	<i>R</i>
9.	Mrs. Sujatha P Muchalambe	A.S.O. professor.	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>
10.	Mr. Subhash P G	Asso. Prof.	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>	<i>S</i>
11.	Mr. Nagaraj N Durgadasheemi	Asso Prof	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>