



PIMPRI CHINCHWAD EDUCATION TRUST'S
S. B. PATIL INSTITUTE OF MANAGEMENT



Notice – Microsoft Office Automation: 2022-23 (Certification Program)

Date: 08/06/2023

NOTICE

All the student of MBA I Semester II are hereby informed that, the Microsoft Office Automation Training is scheduled from 11th June 2023 to 19th June 2023. The training will be conducted in batches. The details of batches are as follows.

Sr. No.	Batch	Division	Roll Number	Time
1	A1	B	FYMBA2224401 To FYMBA2224452	9.00 am – 1.00 pm
2	A2	B	FYMBA2224453 To FYMBA2224503	9.00 am – 1.00 pm
3	B1	A	FYMBA2224301 To FYMBA2224350	2.00 pm – 6.00 pm
4	B2	C	FYMBA2224601 To FYMBA2224625 FYMBA2224701 To FYMBA2224713 FYMBA2224801 To FYMBA2224814	2.00 pm – 6.00 pm

Further details of training contents, day and dates and computer lab are enclosed with the notice. The attendance of training will be taken on daily basis. A separate time table for regular sessions will be provided. Attendance for regular session is mandatory.

Note: Students can bring their own laptop for training.


Dr. Kirti Dharwadkar
Director, SBPIM

