

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

Microsoft Office Automation Certification Program: 2018-19

Date: 12/06/19

Student development in higher education is the integration of academic learning programs with the larger issues of personal improvement and individual growth. It is a student centered, holistic experience focused on understanding (and demonstrating) values, nurturing skills, and moving towards knowledge.

In tune with this SBPIM conducted a special program for students of semester II students named **Microsoft Office Automation Certification Program : 2018-19**. The program was conducted from 15-27 May 2019 by Dr. Amarish Padma, assessment test was conducted time to time during the duration of program, the students who scored more than 60% in test were awarded with Certificates in the Valedictory function by the hands of Dr. Daniel Penkar .

All the sessions were attended by nearly 176 students very enthusiastically and Certificates were awarded to 174 students .

Prepared by:



Prof. Anishkumar Karia
Coordinator

Guided by:



Dr. Kirti Dharwadkar
Dean Academics

Approved by:



Dr. Daniel Penkar
Director SBPIM



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

Date: 23/4/2019

NOTICE

All the students of MBA Semester - II are hereby informed that Certification program named 908 - MOA (Microsoft Office Automation Certification Program : 2018-19) by Dr. Amarish Padma will be conducted .

Date : 15 to 27 May 2019

Time : 9:00 am – 12:00 noon

Venue : Computer lab

Note: Attendance for all students is compulsory



Dr. Daniel Penkar

Director, SBPIM



Schedule :Microsoft Office Automation Certification Program 2018 - 19

Sr. No.	Lesson No.	Lesson	Date	No. of Hours
1	1	Introduction to Microsoft Word	15/05/2019	1
2	2	Working with Documents and the Keyboard	15/05/2019	1
3	5	Text Formatting	15/05/2019	1
4	6	Paragraph Formatting	17/05/2019	1
Assignment				2
5	7	Style Formatting	17/05/2019	1
6	9	Templates	17/05/2019	1
7	10	Working With Graphics and Pictures	20/05/2019	1
8	11	Tables	20/05/2019	1
Assignment				3
9	1	Introduction to MS Excel	20/05/2019	1
10	3	Worksheets and Workbooks	21/05/2019	1
11	4	Templates	21/05/2019	1
12	5	Introduction to Formulas and Calculations	21/05/2019	1
Assignment				3
13	6	Working with Formulas and Functions - 1	22/05/2019	2
14	7	Working with Formulas and Functions - 2	22/05/2019	2
Assignment 20/05/2017				4
15	8	Adding Images and Graphics	22/05/2019	1
16	9	Charts and Diagrams	23/05/2019	1
Assignment 20/05/2017				3
17	1	Introduction to MS Power Point	23/05/2019	1
18	2	Navigating Power Point & Templates	23/05/2019	1
19	3	Create new presentations from scratch	25/05/2019	1
20	4	Add text, pictures, sounds, movies, and charts,Add special effects to slide transitions	25/05/2019	1
21	5	Work with Master Slides	25/05/2019	1
22	6	Result Declaration	27/05/2019	1
23	7	Certificate Distribution	27/05/2019	1
TOTAL HRS.				40



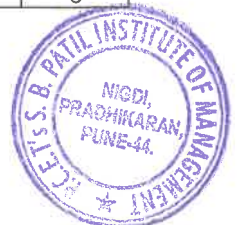
PCET'S
S. B. Patil Institute of Management

Attendance Sheet
Microsoft Office Automation: 2018-19

Sr. No.	Name of the Student	Date: May 2019							Total	
		15	17	20	21	22	23	25		27
1	Adhikari Ruchi Rajesh	P	P	P	P	P	P	P	P	8
2	Adsul Kunal Vishwas	P	P	P	P	P	P	P	P	8
3	Bandgar Pratiksha Bhimrao	P	P	P	P	P	P	P	P	8
4	Ritesh Dhanraj Barhate	P	P	P	P	P	P	P	P	8
5	Bhegade Kunal Shamrao	P	P	P	P	P	P	P	P	8
6	Bhingawade Ankita Shashikant	P	P	P	P	P	P	P	P	8
7	Bhosale Omkar Dattataraya	P	P	P	P	P	P	P	P	8
8	Indraprasad Sunil Bhosekar	P	P	P	P	P	P	P	P	8
9	Bodke Darshan Rajendra	P	P	P	P	P	P	P	P	8
10	Borkar Nayan Amardeep	A	A	A	A	A	A	A	A	0
11	Nisha Subhash Chalpate	P	P	P	P	P	P	P	P	8
12	Chaudhari Dipak Subhash	P	P	P	P	P	P	P	P	8
13	Chikane Aditya Vitthal	P	P	P	P	P	P	P	P	8
14	Chinchole Rakshanta Rajendra	P	P	P	P	P	P	P	P	8
15	Tushar Ravindra Chinchole	P	P	P	P	P	P	P	P	8
16	Chitodiya Eshwarsing Udaysing	P	P	P	P	P	P	P	P	8
17	Choudhary Kanchan Mangilal	P	P	P	P	P	P	P	P	8
18	Darekar Sandesh Sukhdev	P	P	P	P	P	P	P	P	8
19	Devgadkar Trushna Mangesh	P	P	P	P	P	P	P	P	8
20	Megha Ravindra Dhamodkar	P	P	P	P	P	P	P	P	8
21	Disale Akshay Sanjay	P	P	P	P	P	P	P	P	8
22	Gaikwad Pankaj Ganesh	P	P	P	P	P	P	P	P	8
23	Gaikwad Priyanka Pandharinath	P	P	A	P	P	P	P	P	7
24	Godse Aruna Ashok	P	P	P	P	P	P	P	P	8
25	Palash Malhari Gund	P	P	P	P	P	P	P	P	8
26	Hasure Pradipkumar Rajaram	P	P	P	P	P	P	P	P	8
27	Ingle Arpita Ramdas	P	P	P	P	P	P	P	P	8
28	Jadhav Prasad Balu	P	P	P	P	P	P	P	P	8
29	Jagtap Rahul Nandkumar	P	P	P	P	P	P	P	P	8
30	Jaiswal Tejaswini Satish	P	P	P	P	P	P	P	P	8
31	Roshani Nandkishor Jambhulkar	P	P	P	P	P	P	P	P	8
32	Kad Shrutika Dnyaneshwar	P	P	P	P	P	P	P	P	8
33	Kadam Yogesh Gangadhar	P	P	P	P	P	P	P	P	8
34	Khadye Tanvi Yashodhar	P	P	P	P	P	P	P	P	8
35	Suchita Sanjay Mandwade	P	P	P	P	P	A	P	P	7
36	Mane Sudarshan Uttamrao	P	P	P	P	P	P	P	P	8
37	Nanekar Mohini Chandrakant	P	P	P	P	P	P	P	P	8
38	Nilangekar Mayur Ramesh	P	P	P	P	P	P	P	P	8
39	Pawar Arjun Prakash	P	P	P	P	P	P	P	P	8
40	Phadtare Onkar Rajkumar	P	P	P	P	P	P	P	P	8
41	Rane Janhavi Digamber	P	P	P	A	P	P	P	P	7
42	Jyoti Pawankumar Saini	P	P	P	P	P	P	P	P	8
43	Sarda Dhruvi Sharad	P	P	P	P	P	P	P	P	8
44	Pooja Ramprakash Setia	P	P	P	P	P	P	P	P	8
45	Shahare Palash Hemant	P	P	P	P	P	P	P	P	8
46	Shelar Tanaya Ramesh	P	P	P	P	P	P	P	P	8
47	Shete Rohan Sunil	P	P	P	P	P	P	P	P	8
48	Shinde Ruchita Ramesh	P	P	P	P	P	P	P	P	8
49	Tambe Suraj Dattatraya	P	P	P	P	P	P	P	P	8
50	Tamchikar Somesh Bhupendra	P	P	P	P	P	P	P	P	8
51	Vaishnav Gajal Narottam	P	P	P	P	P	P	P	P	8
52	Midhun Madhav T K	P	P	P	P	P	P	P	P	8
53	Kapadi Vruddhi Sandesh	P	P	P	P	P	P	P	P	8
54	Guleria Madhukumari Rajkumar	P	P	P	P	P	P	P	P	8
55	Waghmare Vaibhav Vaijinath	P	P	P	P	P	P	P	P	8
56	Kumar Avinash Batku	P	P	P	P	P	P	P	P	8



Sr. No.	Name of the Student	Date: May 2019								Total
		15	17	20	21	22	23	25	27	
57	Datrange Ashmant Avinash	P	P	P	P	P	P	P	P	8
58	Naraini Anmol Premchand	A	A	A	A	A	P	P	P	3
59	Patil Vivek Sanjay	P	P	P	P	P	P	P	P	8
60	Nikam Rohit Sanjeev	P	P	P	P	A	P	P	P	7
61	Aher Akshay Raju	P	P	P	P	P	P	P	P	8
62	Bhamgar Shubham Abasaheb	P	P	P	P	P	P	P	P	8
63	Shivam Sanjay Bhandari	P	P	P	P	P	P	P	P	8
64	Bhirud Mitali Ashok	P	P	P	P	P	P	P	P	8
65	Inamdar Tanuja Moreshwar	P	P	P	P	P	P	P	P	8
66	Kamble Pranita Pradeep	P	A	P	P	P	P	P	P	7
67	Kasar Mayank Lakhani	P	P	P	P	P	P	P	P	8
68	Kasbe Akshay Kishor	P	P	P	P	P	P	P	P	8
69	Kathe Abhishek Sunil	P	P	P	P	P	P	P	P	8
70	Mahajan Himali Dnyaneshwar	P	P	P	P	P	P	P	P	8
71	Sonali Mane	P	P	P	A	P	P	P	P	7
72	Marathe Shreya Suresh	P	P	P	P	P	P	P	P	8
73	Menon Vaishnavi Gopakumar	P	A	P	P	P	P	P	P	7
74	Mhetre Prashant Rajkumar	P	P	P	P	P	P	P	P	8
75	More Aniket Sambhaji	P	P	P	P	P	P	P	P	8
76	More Shreyash Rajendra	P	P	P	P	P	P	P	P	8
77	Shweta Mahesh More	P	P	P	P	P	P	P	P	8
78	Naik Heramb Mayur	P	P	P	P	P	P	P	P	8
79	Nair Reshma Ramankutty	P	P	A	P	P	P	P	P	7
80	Aishwarya Jaychandran Naroth	P	P	P	P	P	P	P	P	8
81	Nikam Rachna Rakesh	P	P	P	P	P	P	P	P	8
82	Patil Prajakta Devidas	P	P	P	P	P	P	P	P	8
83	Patil Pritam Mahavir	P	P	P	P	P	P	P	P	8
84	Ramakant Vijay Patil	P	P	P	P	P	P	P	P	8
85	Patil Yashaswita Pradeep	P	P	P	P	P	P	P	P	8
86	Pawar Akshay Balasaheb	P	P	P	P	P	P	P	P	8
87	Phadnis Vinay Vijayendra	P	P	P	P	P	P	P	P	8
88	Phal Swati Sanjay	P	P	P	P	P	P	P	P	8
89	Powar Mayur Ashok	P	P	P	P	P	P	P	P	8
90	Preeti Prabhakaran	P	P	P	P	P	P	P	P	8
91	Nilima Arunrao Rahate	P	P	P	P	P	P	P	P	8
92	Raut Nikhil Harishchandra	P	P	P	P	P	P	P	P	8
93	Rawale Snehal Shivaji	P	P	P	P	P	P	P	P	8
94	Aarti Suresh Sanas	P	P	P	P	P	P	P	P	8
95	Sathe Janvi Shrirang	P	P	P	P	P	P	P	P	8
96	Saturdekar Reshma Nandkumar	P	P	P	P	P	P	P	P	8
97	Sawarkar Suraj Arun	P	P	P	P	P	P	P	P	8
98	Shealr Priya Mohan	P	P	P	P	P	P	P	P	8
99	Shelkande Ashish Ashok	P	P	P	P	P	P	P	P	8
100	Shilimkar Sanket Dilip	a	P	P	P	P	P	P	P	7
101	Rahul Suhas Shinde	P	P	P	P	P	P	P	P	8
102	Suyog Balasaheb Shinde	P	P	P	P	P	P	P	P	8
103	Suryawanshi Sujyot Sunil	P	P	P	P	P	P	P	P	8
104	Tayade Pankaj Kishor	P	P	P	P	P	P	P	P	8
105	Hiti Sandeep Varu	P	P	P	P	P	P	P	P	8
106	Urmila Vasant Waringe	P	P	P	P	P	P	P	P	8
107	Wasgi Vyankatesh Vishnu	P	P	P	P	P	P	P	P	8
108	Jaykisan Jalindar Yadav	P	P	P	P	A	P	P	P	7
109	Amey Pradip Zalte	P	P	P	P	P	P	P	P	8
110	Choure Kedar Dattatray	P	P	P	P	P	P	P	P	8
111	Harshal Ashok Khurpade	P	P	P	P	P	P	P	P	8
112	Ekadari Apoorva Sangmesh	P	P	P	P	P	P	P	P	8
113	Kharat Mohini Baba	P	P	P	P	P	P	P	a	7
114	Indira Shrinivas Adam	P	P	P	P	P	P	P	P	8
115	Shastre Anup Shankar	P	P	P	P	P	P	P	P	8
116	Parit Ashwini Mohan	P	P	P	P	P	P	P	P	8
117	Patil Atul Shashikant	P	P	P	P	P	P	P	P	8
118	Waghmare Shubham Subhash	P	P	P	P	P	P	P	P	8
119	Kshirsagar Rohit Pradeep	P	P	P	P	P	P	P	P	8



Sr. No.	Name of the Student	Date: May 2019									Total
		15	17	20	21	22	23	25	27		
120	Tejal Eknath Aher	P	P	P	P	P	P	P	P	8	
121	Bathery Jinil James	P	P	P	P	P	P	P	P	8	
122	Bidgar Ajaykumar Sunilrao	P	P	P	P	P	P	P	P	8	
123	Bodade Roshan Gajanan	P	A	P	P	P	P	P	P	7	
124	Borhade Tejas Gulab	P	P	P	P	P	P	P	P	8	
125	Deore Chandrajit Suresh	P	P	P	P	P	P	P	P	8	
126	Tejas Sanjay Desale	P	P	P	P	P	P	P	P	8	
127	Dhore Akash Kaluram	P	P	P	P	P	P	P	P	8	
128	Virendra Nandkishor Dhumal	P	P	P	P	P	P	P	P	8	
129	Noella Joel Diengdoh	P	P	P	P	P	P	P	P	8	
130	Dumbare Nikhil Vishvanath	P	P	P	P	P	P	P	P	8	
131	Gadade Shubham Gayappa	P	P	P	P	A	P	P	P	7	
132	Gadiya Rohit Pravin	P	P	P	P	P	P	P	P	8	
133	Gaikwad Bhavesh Purushottam	P	P	P	P	P	P	P	P	8	
134	Gavali Vikas Kails	P	P	P	P	P	P	P	P	8	
135	Jadhav Manisha Pralhad	P	P	P	P	P	P	P	P	8	
136	Kale Kalyani Arun	P	P	P	P	A	P	P	P	7	
137	Karande Madhuri Madhav	P	A	P	P	P	P	P	P	7	
138	Kasar Shubham Rajendra	P	P	P	P	P	P	P	P	8	
139	Khairnar Anant Pramod	P	P	P	P	P	P	P	P	8	
140	Magar Mandar Pundlik	P	P	P	P	P	P	P	P	8	
141	Sudipta Maiti	P	P	P	P	P	P	P	P	8	
142	Nair Anupama Suresh	P	P	P	P	P	P	P	P	8	
143	Mallikarjun Tippanna Sangate	P	P	P	P	P	P	P	P	8	
144	Panwar Shruti Yashwant	P	P	P	P	P	A	P	P	7	
145	Shamli Shantanu Pathak	P	P	P	P	P	P	P	P	8	
146	Pathak Shivani Vikramaditya	P	P	P	P	P	P	P	P	8	
147	Patil Harshad Ichharam	P	P	P	P	P	P	P	P	8	
148	Patil Jitendra Chandrakant	P	P	P	P	A	P	P	P	7	
149	Minal Chandrakant Patil	P	P	P	P	P	P	P	P	8	
150	Pritesh Kailasrao Patil	P	P	P	P	P	P	P	P	8	
151	Sarvesh Kamalakar Pise	P	P	P	P	P	P	P	P	8	
152	Siddhesh Ajitsing Rajput	P	P	P	P	P	P	P	P	8	
153	Relekar Akshay Sanjay	P	P	P	P	P	P	P	P	8	
154	Rozario Sabu Selestin	P	P	P	P	P	P	P	P	8	
155	Salgaokar Aditya Ramesh	P	P	P	P	P	P	P	P	8	
156	Sanap Mangesh Uddhavrao	P	P	P	P	P	P	P	P	8	
157	Sharma Ajay Suresh	P	P	P	P	P	P	P	P	8	
158	Shinde Akshay Keshavrav	P	P	P	P	P	P	P	P	8	
159	Sonawane Pravin Mahadev	P	P	P	P	P	P	P	P	8	
160	Sherin Soman Thomas	P	P	P	P	P	P	P	P	8	
161	Pratik Sanjay Thorat	P	P	P	P	P	P	P	P	8	
162	Palange Rajendra Shivaji	P	P	P	P	P	P	P	P	8	
163	Pawar Subodh Ashok	P	P	P	P	P	P	P	P	8	
164	Karmarkar Maithilee Bharat	P	P	P	P	P	P	P	P	8	
165	Pratiksha Vinod Kainge	P	P	P	P	P	P	P	P	8	
166	Rathod Sumit Kiran	P	P	P	P	P	P	P	P	8	
167	Rani Suresh Mohan	P	P	P	P	P	P	P	P	8	
168	Chanchala Purushottam Ingale	P	P	P	P	P	P	P	P	8	
169	Parker Shalom Sushil	P	P	P	P	P	P	P	P	8	
170	Meshram Kapil Vinayakrao	P	P	P	P	P	P	P	P	8	
171	Gaikwad Swapnil Rajendra	P	P	P	P	P	P	P	P	8	
172	Sandesh Namdeo Gunjawate	P	P	P	P	P	P	P	P	8	
173	Nitin Maroti Sonune	P	P	A	P	P	P	P	P	7	
174	Jaiprakash Ramani	A	P	P	P	P	P	P	P	7	
175	Warke Pooja Nagsen	P	P	P	P	P	P	P	P	8	
176	Sangale Rajkumar Ashok	P	P	P	P	A	P	P	A	6	
	TOTAL	172	170	171	172	168	173	175	173		

Mr. Anishkumar Karia
Coordinator

