



Taranath Shikshana Samsthe's

**BANKATLAL RAJARAM BOOB COLLEGE OF COMMERCE,
RAICHUR-584 103 (KARNATAKA)**



Notice

Date: 12-01-23

This is to inform you that BRB College of Commerce Raichur Department of Computer Science is organizing Computer Typing Skill Program from 15-01-23 to 31-01-23. All the students should Attend this training program without Fail.

Co-Ordinator
I.Q.A.C.
B.R.B. College of Commerce, RAICHUR

Principal

PRINCIPAL
B.R.B. College of Commerce
RAICHUR.



Taranath Shikshana samasthe's
**BANKATLAL RAJARAM BOOB COLLEGE OF
COMMERCE, RAICHUR-584 103**
(Affiliated to Gulbarga University, Kalburgi)

Syllabus of Computer Typing Skills.

Lesson No.	Description of Lesson	Practice Time
Lesson 1	English Typing Basics	1 Hrs
Lesson 2	Home Row keys Practice	1 Hrs
Lesson 3	Shift Key + Home Row Keys Practice	1 Hrs
Lesson 4	Upper Row Keys practice	1 Hrs
Lesson 5	Shift Key + Upper Row Keys Practice	1 Hrs
Lesson 6	Simple word Practice By Home and Upper Row Keys	2 Hrs
Lesson 7	Bottom – Row key Practice	1 Hrs
Lesson 8	Shift Key + Bottom – Row Keys Practice	1 Hrs
Lesson 9	Simple word Practice by All row Characters	2 Hrs
Lesson 10	Fourth Row Number and symbol keys	1 Hrs
Lesson 11	Shift Key + fourth Row number and Symbol Keys	1 Hrs
Lesson 12	Paragraph Practice	1 Hrs
Lesson 13	Application / Letter writing	1 Hrs
Total Working Hours		15 Hrs


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Computer Typing Skill Program

Timing: 2.00 PM to 3.00 PM

Sl. No	Name of the Student	15-01-23	16-01-23	17-01-23	18-01-23	19-01-23	20-01-23	21-01-23	23-01-23	24-01-23	25-01-23
1	Y Murali Krishna	Murke	Murke	Murke	Murke	Murke	Murke	Murke	Murke	Murke	Murke
2	Prajwal Deshpande	Praj	Praj	Praj	Praj	Praj	Praj	Praj	Praj	Praj	Praj
3	C Dharanendra	Dhar	Dhar	Dhar	Dhar	Dhar	Dhar	Dhar	Dhar	Dhar	Dhar
4	Lakshman Singh	Lak	Lak	Lak	Lak	Lak	Lak	Lak	Lak	Lak	Lak
5	Tarshish	Tar	Tar	Tar	Tar	Tar	Tar	Tar	Tar	Tar	Tar
6	Sontha Prajwal	Sonth	Sonth	Sonth	Sonth	Sonth	Sonth	Sonth	Sonth	Sonth	Sonth
7	G Shashi Kumar	Gshas	Gshas	Gshas	Gshas	Gshas	Gshas	Gshas	Gshas	Gshas	Gshas
8	Aravind Choudhary	Arav	Arav	Arav	Arav	Arav	Arav	Arav	Arav	Arav	Arav
9	G Vishwanath	Vish	Vish	Vish	Vish	Vish	Vish	Vish	Vish	Vish	Vish
10	Basavaraj	Basav	Basav	Basav	Basav	Basav	Basav	Basav	Basav	Basav	Basav
11	K C Sanjay	Sanjay	Sanjay	Sanjay	Sanjay	Sanjay	Sanjay	Sanjay	Sanjay	Sanjay	Sanjay
12	K. Shalini	Ka	Ka	Ka	Ka	Ka	Ka	Ka	Ka	Ka	Ka
13	Prajwal Deshpande	Prajwal	Prajwal	Prajwal	Prajwal	Prajwal	Prajwal	Prajwal	Prajwal	Prajwal	Prajwal
14	Sunil	Sunil	Sunil	Sunil	Sunil	Sunil	Sunil	Sunil	Sunil	Sunil	Sunil
15	Saroja	Saroja	Saroja	Saroja	Saroja	Saroja	Saroja	Saroja	Saroja	Saroja	Saroja


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Computer Typing Skill Program

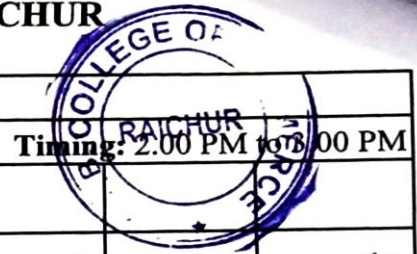
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16	R Venkatesh	<u>venky</u>	<u>venky</u>	<u>venky</u>	<u>venky</u>	<u>venky</u>	<u>venky</u>	<u>venky</u>	<u>venky</u>	<u>venky</u>	<u>venky</u>
17	Sunil Kumar	<u>sunil</u>	<u>sunil</u>	<u>sunil</u>	<u>sunil</u>	<u>sunil</u>	<u>sunil</u>	<u>sunil</u>	<u>sunil</u>	<u>sunil</u>	<u>sunil</u>
18	G T Nagraj	<u>nagaj</u>	<u>nagaj</u>	<u>nagaj</u>	<u>nagaj</u>	<u>nagaj</u>	<u>nagaj</u>	<u>nagaj</u>	<u>nagaj</u>	<u>nagaj</u>	<u>nagaj</u>
19	Uday Kiran.M	<u>uday</u>	<u>uday</u>	<u>uday</u>	<u>uday</u>	<u>uday</u>	<u>uday</u>	<u>uday</u>	<u>uday</u>	<u>uday</u>	<u>uday</u>
20	Maruti	<u>maruti</u>	<u>maruti</u>	<u>maruti</u>	<u>maruti</u>	<u>maruti</u>	<u>maruti</u>	<u>maruti</u>	<u>maruti</u>	<u>maruti</u>	<u>maruti</u>
21	K C Ramya	<u>ramya</u>	<u>ramya</u>	<u>ramya</u>	<u>ramya</u>	<u>ramya</u>	<u>ramya</u>	<u>ramya</u>	<u>ramya</u>	<u>ramya</u>	<u>ramya</u>
22	Madhumitha	<u>madhu</u>	<u>madhu</u>	<u>madhu</u>	<u>madhu</u>	<u>madhu</u>	<u>madhu</u>	<u>madhu</u>	<u>madhu</u>	<u>madhu</u>	<u>madhu</u>
23	Basavarajeshwari	<u>bas</u>	<u>bas</u>	<u>bas</u>	<u>bas</u>	<u>bas</u>	<u>bas</u>	<u>bas</u>	<u>bas</u>	<u>bas</u>	<u>bas</u>
24	Subhash	<u>subhash</u>	<u>subhash</u>	<u>subhash</u>	<u>subhash</u>	<u>subhash</u>	<u>subhash</u>	<u>subhash</u>	<u>subhash</u>	<u>subhash</u>	<u>subhash</u>
25	Narasamma	<u>narasamma</u>	<u>narasamma</u>	<u>narasamma</u>	<u>narasamma</u>	<u>narasamma</u>	<u>narasamma</u>	<u>narasamma</u>	<u>narasamma</u>	<u>narasamma</u>	<u>narasamma</u>
26	Vijayashree Kattimani	<u>vijayashree</u>	<u>vijayashree</u>	<u>vijayashree</u>	<u>vijayashree</u>	<u>vijayashree</u>	<u>vijayashree</u>	<u>vijayashree</u>	<u>vijayashree</u>	<u>vijayashree</u>	<u>vijayashree</u>
27	Sriraksha Kanihal	<u>sriraksha</u>	<u>sriraksha</u>	<u>sriraksha</u>	<u>sriraksha</u>	<u>sriraksha</u>	<u>sriraksha</u>	<u>sriraksha</u>	<u>sriraksha</u>	<u>sriraksha</u>	<u>sriraksha</u>

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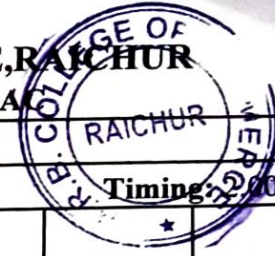


Computer Typing Skill Program

Sl. No	Name of the Student	26-01-23	27-01-23	28-01-23	30-01-23	31-01-23					
1	Y Murali Krishna	<u>Murali</u>	<u>murali</u>	<u>murali</u>	<u>murali</u>	<u>murali</u>	<u>murali</u>	<u>murali</u>	<u>murali</u>	<u>murali</u>	<u>murali</u>
2	Prajwal Deshpande	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>
3	C Dharanendra	<u>Dharanendra</u>	<u>Dharanendra</u>	<u>Dharanendra</u>	<u>Dharanendra</u>	<u>Dharanendra</u>	<u>Dharanendra</u>	<u>Dharanendra</u>	<u>Dharanendra</u>	<u>Dharanendra</u>	<u>Dharanendra</u>
4	Lakshman Singh	<u>Lakshman</u>	<u>Lakshman</u>	<u>Lakshman</u>	<u>Lakshman</u>	<u>Lakshman</u>	<u>Lakshman</u>	<u>Lakshman</u>	<u>Lakshman</u>	<u>Lakshman</u>	<u>Lakshman</u>
5	Tarshish	<u>Tarshish</u>	<u>Tarshish</u>	<u>Tarshish</u>	<u>Tarshish</u>	<u>Tarshish</u>	<u>Tarshish</u>	<u>Tarshish</u>	<u>Tarshish</u>	<u>Tarshish</u>	<u>Tarshish</u>
6	Sontha Prajwal	<u>Sontha</u>	<u>Sontha</u>	<u>Sontha</u>	<u>Sontha</u>	<u>Sontha</u>	<u>Sontha</u>	<u>Sontha</u>	<u>Sontha</u>	<u>Sontha</u>	<u>Sontha</u>
7	G Shashi Kumar	<u>Gshashi</u>	<u>Gshashi</u>	<u>Gshashi</u>	<u>Gshashi</u>	<u>Gshashi</u>	<u>Gshashi</u>	<u>Gshashi</u>	<u>Gshashi</u>	<u>Gshashi</u>	<u>Gshashi</u>
8	Aravind Choudhary	<u>Aravind</u>	<u>Aravind</u>	<u>Aravind</u>	<u>Aravind</u>	<u>Aravind</u>	<u>Aravind</u>	<u>Aravind</u>	<u>Aravind</u>	<u>Aravind</u>	<u>Aravind</u>
9	G Vishwanath	<u>Vishwanath</u>	<u>Vishwanath</u>	<u>Vishwanath</u>	<u>Vishwanath</u>	<u>Vishwanath</u>	<u>Vishwanath</u>	<u>Vishwanath</u>	<u>Vishwanath</u>	<u>Vishwanath</u>	<u>Vishwanath</u>
10	Basavaraj	<u>Basavaraj</u>	<u>Basavaraj</u>	<u>Basavaraj</u>	<u>Basavaraj</u>	<u>Basavaraj</u>	<u>Basavaraj</u>	<u>Basavaraj</u>	<u>Basavaraj</u>	<u>Basavaraj</u>	<u>Basavaraj</u>
11	K C Sanjay	<u>Sanjay</u>	<u>Sanjay</u>	<u>Sanjay</u>	<u>Sanjay</u>	<u>Sanjay</u>	<u>Sanjay</u>	<u>Sanjay</u>	<u>Sanjay</u>	<u>Sanjay</u>	<u>Sanjay</u>
12	K. Shalini	<u>(K)</u>	<u>(K)</u>	<u>(K)</u>	<u>(K)</u>	<u>(K)</u>	<u>(K)</u>	<u>(K)</u>	<u>(K)</u>	<u>(K)</u>	<u>(K)</u>
13	Prajwal Deshpande	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>	<u>Prajwal</u>
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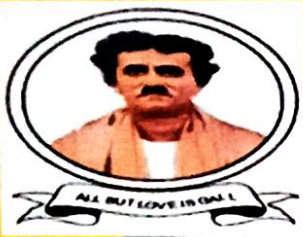
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18	G T Nagraj	<u>Nagraj</u>	<u>Nagraj</u>	<u>Nagraj</u>	<u>Nagraj</u>	<u>Nagraj</u>	<u>Nagraj</u>	<u>Nagraj</u>	<u>Nagraj</u>	<u>Nagraj</u>	<u>Nagraj</u>
19	Uday Kiran.M	<u>Uday</u>	<u>Uday</u>	<u>Uday</u>	<u>Uday</u>	<u>Uday</u>	<u>Uday</u>	<u>Uday</u>	<u>Uday</u>	<u>Uday</u>	<u>Uday</u>
20	Maruti	<u>Maruti</u>	<u>Maruti</u>	<u>Maruti</u>	<u>Maruti</u>	<u>Maruti</u>	<u>Maruti</u>	<u>Maruti</u>	<u>Maruti</u>	<u>Maruti</u>	<u>Maruti</u>
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22	Madhumitha	<u>Madhu</u>	<u>Madhu</u>	<u>Madhu</u>	<u>Madhu</u>	<u>Madhu</u>	<u>Madhu</u>	<u>Madhu</u>	<u>Madhu</u>	<u>Madhu</u>	<u>Madhu</u>
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24	Subhash	<u>Subhash</u>	<u>Subhash</u>	<u>Subhash</u>	<u>Subhash</u>	<u>Subhash</u>	<u>Subhash</u>	<u>Subhash</u>	<u>Subhash</u>	<u>Subhash</u>	<u>Subhash</u>
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2023

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BANKATLAL RAJARAM BOOB
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Certificate



This is to certify that Mr / Miss Lakshman Singh
of BRB college for participating in the "Computer Typing Skills" From 15-01-2023 to
31-01-2023. We appreciate and congratulate the participant for enthusiastic performance.

Mr. Sandeep Karabhari

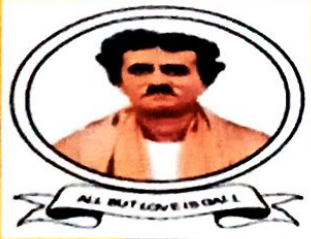
IQAC Co-ornadator of B. R. B
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Miss. Sushmitha

Lecture Of Computer Science
B.R.B College of Commerce, Raichur.

Dr. Sheela Kumari Das

Principal, B. R. B
College of Commerce, Raichur.



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Certificate



This is to certify that Mr / Miss Tarshikh
of BRB college for participating in the "Computer Typing Skills" From 15-01-2023 to
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Mr. Sandeep Karabhari

IQAC Co-ordinator of B. R. B
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Miss. Sushmitha

Lecture Of Computer Science
B.R.B College of Commerce, Raichur.

Dr. Sheela Kumari Das

Principal, B. R. B
College of Commerce, Raichur.



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Certificate



This is to certify that Mr / Miss Shashi Kumar
of BRB college for participating in the "Computer Typing Skills" From 15-01-2023 to
31-01-2023. We appreciate and congratulate the participant for enthusiastic performance.

Mr. Sandeep Karabhari

IQAC Co-ordinator of B. R. B
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Miss. Sushmitha

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Certificate



This is to certify that Mr / Miss K. C. Saijaf
of BRB college for participating in the "Computer Typing Skills" From 15-01-2023 to
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Mr. Sandeep Karabhari

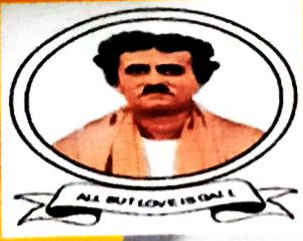
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This is to certify that Mr / Miss Saroja
of BRB college for participating in the "Computer Typing Skills" From 15-01-2023 to
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Mr. Sandeep Karabhari

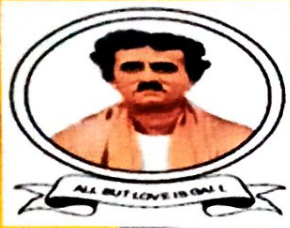
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This is to certify that Mr / Miss Uday Kiran
of BRB college for participating in the "Computer Typing Skills" From 15-01-2023 to
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Mr. Sandeep Karabhari

IQAC Co-ordinator of B. R. B
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This is to certify that Mr / Miss Sairaksha Kawhal
of B.R.B college for participating in the "Computer Typing Skills" From 15-01-2023 to
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Mr. Sandeep Karabhari

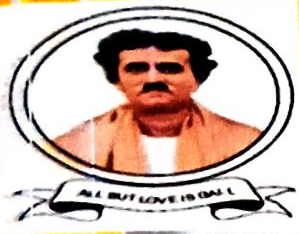
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Miss. Sushmitha

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This is to certify that Mr / Miss Sabhash
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Miss. Sushmitha

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This is to certify that Mr / Miss Vijayshree
of BRB college for participating in the "Computer Typing Skills" From 15-01-2023 to
31-01-2023. We appreciate and congratulate the participant for enthusiastic performance.

Mr. Sandeep Karabhari

IQAC Co-ornadator of B. R. B
College of commerce, Raichur.

Miss. Sushmitha

Lecture Of Computer Science
B.R.B College of Commerce, Raichur.

Dr. Sheela Kumari Das

Principal, B. R. B
College of Commerce, Raichur.



Taranath Shikshana Samsthe's
BANKATLAL RAJARAM BOOB
COLLEGE OF COMMERCE, Raichur.



Certificate

This is to certify that Mr / Miss Basavarajeshwari
of BRB college for participating in the "Computer Typing Skills" From 15-01-2023 to
31-01-2023. We appreciate and congratulate the participant for enthusiastic performance.

Mr. Sandeep Karabhari

IQAC Co-ordinator of B. R. B
College of commerce, Raichur.

Miss. Sushmitha

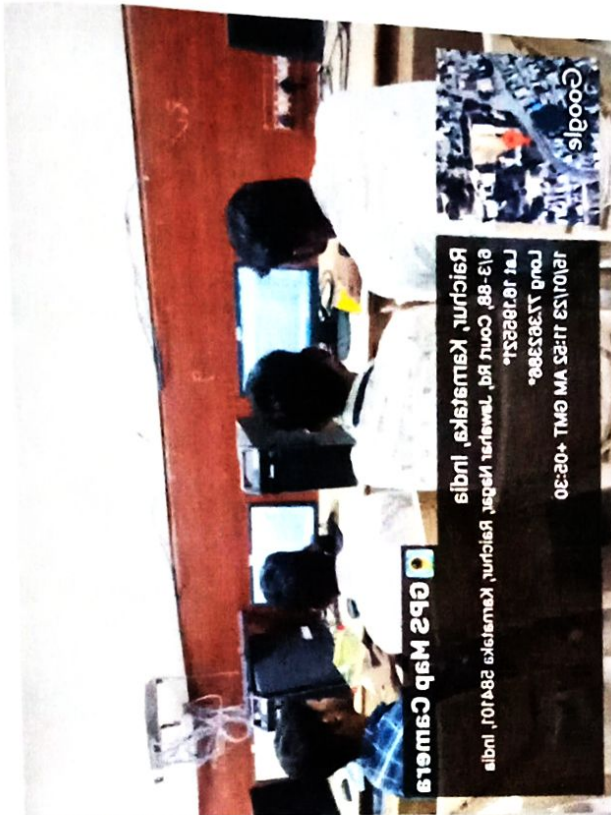
Lecture Of Computer Science
B.R.B College of Commerce, Raichur.

Dr. Sheela Kumari Das

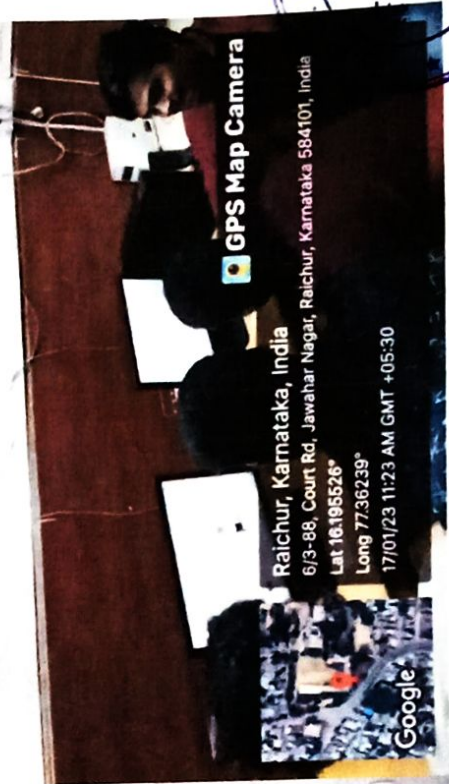
Principal, B. R. B
College of Commerce, Raichur.



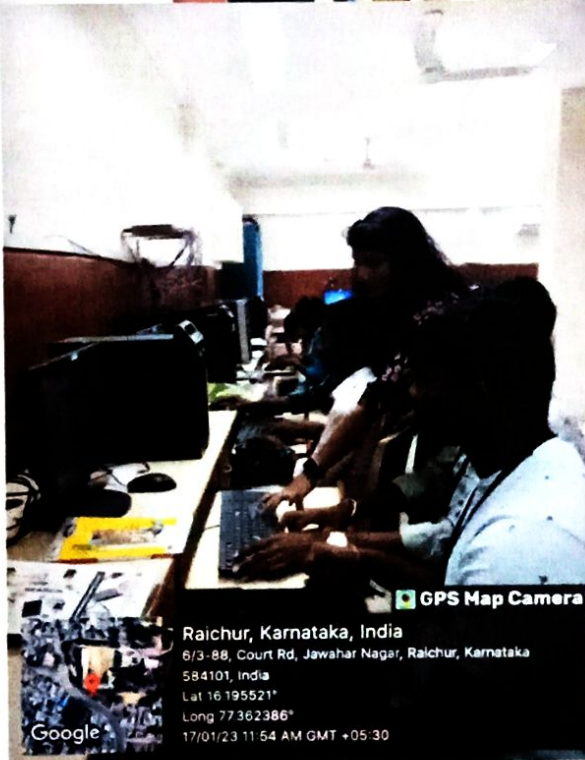
Taranath Shikshana samasthe's
**BANKATLAL RAJARAM BOOB COLLEGE OF
COMMERCE, RAICHUR-584 103**
(Affiliated to Gulbarga University, Kalburgi)



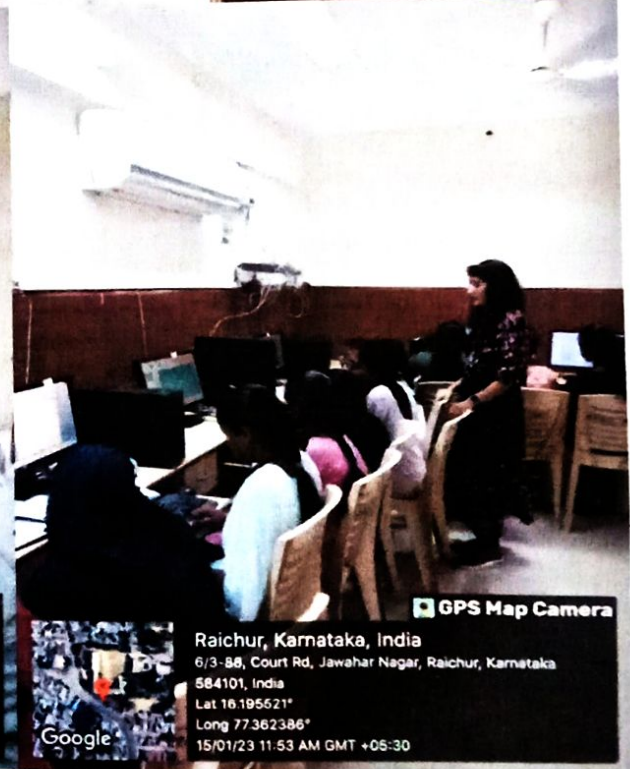
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Raichur, Karnataka, India
6/3-88, Court Rd, Jawahar Nagar, Raichur, Karnataka 584101, India
Lat 16.195521°
Long 77.362386°
17/01/23 11:23 AM GMT +05:30



GPS Map Camera
Raichur, Karnataka, India
6/3-88, Court Rd, Jawahar Nagar, Raichur, Karnataka 584101, India
Lat 16.195521°
Long 77.36239°
17/01/23 11:23 AM GMT +05:30



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Raichur, Karnataka, India
6/3-88, Court Rd, Jawahar Nagar, Raichur, Karnataka
584101, India
Lat 16.195521°
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17/01/23 11:54 AM GMT +05:30



GPS Map Camera
Raichur, Karnataka, India
6/3-88, Court Rd, Jawahar Nagar, Raichur, Karnataka
584101, India
Lat 16.195521°
Long 77.362386°
15/01/23 11:53 AM GMT +05:30


PRINCIPAL
B.R.B. College of Commerce
B.R.B. College of Commerce, RAICHUR


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RAICHUR



Computer Typing Skill Program

The Department of Computer Science of BRB College of Commerce Raichur has organized **Computer Typing Skill Program** from 15-01-23 to 31-01-23

This course is aimed at improving the typing speed and accuracy of you or your employees. The course is interactive and students will leave with the ability to touch type at a speed that will benefit any business. This course has provided our clients with the skill set and knowledge needed to take on their typing requirements quickly and efficiently.

By successfully completing this course, students will be able to Identify and use Home Row keys. Identify and use Top-Row Keys. Identify and use Bottom-Row Keys. Identify and use Fourth-Row Number and Symbol Keys. Identify and use Shift Keys. Identify and use Enter and Backspace Keys. Identify and use Tab and Caps Lock Keys. Master proper finger to key usage. Demonstrate proficiency through skill drills. Demonstrate proficiency in sentence and paragraph creation. Type and format business letters, business memos, personal notes, and emails. Type and format resumes and application letters. Demonstrate mastery of lesson content at levels of 70% or higher. Around 50 students participated in this program.


Co-Ordinator
I.Q.A.C.

B.R.B. College of Commerce, RAICHUR




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