

MICROSOFT EXCEL

An ISO 9001:2008 Certified DISHA [®] COMPUTER INSTITUTE <small>EXPERTS IN COMPUTER TRAINING</small>		Name :		Course : EXCEL	Mob No:	
		IMS NO. :	Admission Date :		Start Date :	End Date :
SR NO	DATE	TOPICS NAME		DAYS REQUIRED	STUDENT SIGN	FACULTY SIGN
		INRODUCTION TO EXCEL				
1		HOME TAB		3		
2		INSERT TAB		4		
3		PAGE LAYOUT TAB		1		
4		PAGE LAYOUT TAB		1		
5		DATA TAB		1		
6		REVIEW TAB		1		
7		VIEW TAB		1		
8		ASSIGNMENT1		1		
9		ASSIGNMENT2		1		
10		ASSIGNMENT3		1		
11		ASSIGNMENT4		1		
12		ASSIGNMENT5		1		
13		ASSIGNMENT6		1		
14		ASSIGNMENT7		1		
15		ASSIGNMENT8		1		
16		ASSIGNMENT9		1		

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