

**SYMBIOSIS INSTITUTE OF TECHNOLOGY, PUNE**

**Symbiosis International (Deemed University)**

(Established under section 3 of the UGC Act, 1956)

**Re-accredited by NAAC with ‘A’ grade (3.58/4) | Awarded Category – I by UGC**

**Founder: Prof. Dr. S. B. Mujumdar, M. Sc., Ph. D. (Awarded Padma Bhushan and Padma Shri by President of India)**



**Assignment No. 01**

|  |  |
| --- | --- |
| **Subject:** | Software Tools for Computer Science (STCS) |
| **TCODE:** | TE7749 |
| **Name of Student** | **Almaan Hadwani** |
| **PRN No.** | **24070122021** |
| **Branch** | CSE, Batch(2024-28) |
| **Academic Year &**  **Semester** | 2024-2025 , Semester 1 |
| **Date of Performance** | **22/11/2014** |
| **Title of Assignment:** | To create academic calendar using MS-Outlook tool |
| **Theory:**  *(*Write about the assignment briefly *etc.)* | **Q-1**  **Q-2**  **Q-3** |
| **Output**  (*Add text on work done with screenshots etc.)* |  |
| **Conclusion**  *(Write your overall hands-on learning experience using Excel etc.)* | In conclusion, creating an academic calendar in MS Outlook helps streamline the management of important academic dates. By utilizing the calendar feature, you can schedule lectures, exams, deadlines, and events with ease. Outlook’s reminders and recurring event options ensure you stay organized and on top of your academic responsibilities, making it an essential tool for students and educators alike |

Faculty Name: Prof. Shubhangi Deokar