Event Name : Office mania

# Faculty Co-ordinator: Student Co-ordinator:

Prof. Mihir Rajyaguru Rushabh Sutariya

Types of Event : Tech

# **Description :**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Round | Day | Time | Venue | No of members in each team | Projector if required |
| 1 | 21/04/2022 |  | Lab | Solo | No |

# **Round Wise Description :**

# Round 1 :

MCQ of 30 marks - 30 minutes. After the MCQ round completed the shortlisted candidates will announce for next round.

# Round 2 :

One task from each Word, Power point and Excel- 30 minutes.(10 minutes each but they can utilise whole 30 minutes to perform any task) In this task those who completed the all 3 task or who solve maximum task among the candidates will select for next round.

# Round 3 :

Two task form each Word, Power point and Excel- 30 minutes. In this round who will solve all the task first or who solved the maximum task they will announce as winner.

|  |  |  |
| --- | --- | --- |
| Er No. | Volunteer Name | Contact no. |
| 12002080701013 | Fenil Mendpara | 8160898609 |
| 190630107086 | Ameera Oza | 8320972510 |
| 190630107119 | Jash Patel | 9428629517 |
| 190630116045 | Nand Patel | 8238339869 |
| 190630116029 | Hari Patel | 9016540259 |

# **Logistic Requirements :**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sr. no**. | **Logistics** | No. of things | Amount |
| 1 | Paper | 100 | 120 |
| 2 | Marker | 2 | 50 |
| 3 | Pen | 60 | 300 |
| 4 | Stapler | 1 | 50 |
| 5 | Stapler pin | 2 | 30 |
| 6 | Question Paper | 45 | 135 |
| 7 | Cello tape | 2 | 30 |
| 8 | File | 2 | 30 |
| 9 | Certificate (participation) | 30 | 600 |
| 10 | Certificate(Co-ordinator) | 1 | 20 |
| 11 | Certificate(Volunteers) | 4 | 80 |
| 12 | Certificate(Winners) | 1 | 20 |
| 13 | Certificate(Runner-up) | 1 | 20 |
| 14 | Lab Decoration Material |  | 350 |
| 15 | Entry Pass | 30 | 150 |
|  |  | Total: | 1985 |

# **Total Budget : 1985**