



MAULANA AZAD COLLEGE

GOVERNMENT OF WEST BENGAL

Affiliated to the University of Calcutta

NAAC Accredited with 'A' Grade

DBT Star College with Star Status

INTERNAL QUALITY ASSURANCE CELL (IQAC)

8, RAFI AHMED KIDWAI ROAD

KOLKATA – 700013

WEST BENGAL, INDIA

WEBSITE: *maulanaazadcollegekolkata.ac.in*

1.2.2.1

Brochure or any other document
relating to Add on /Certificate programs

2021-22

**Office of the Principal
Maulana Azad College, Kolkata**

NOTICE 10 Date: 21.12.2021

This is notified for all concerned that the following two certificate courses have already been launched and the Classes are going to be commenced on and from 23rd December, 2021 through on line mode.

1. Certificate course in Communicative English
2. Certificate course in Spanish Language


Moreover the following two certificate courses are going to be launched in January 2022.

3. Certificate course in 'Basic computing & Office Automation'
4. Certificate course in 'Financial accounting with GST & Tally'

An online inaugural program in this regard has been arranged on 23rd December, 2021 at 3 p.m.

All Teachers, Coordinators of Certificate Courses, Coordinator of IQAC, Resource Persons and all registered Students are requested to attend the inaugural program following the Google meeting link:

Link: <https://meet.google.com/fma-exzr-myb>


Principal
Maulana Azad College



Maulana Azad College
8, Rafi Ahmed Kidwai Road, Kolkata-13



CERTIFICATE COURSE IN COMMUNICATIVE ENGLISH

From 2021-22



COURSE FEATURES

- ❖ 15-Week Course
- ❖ Two classes per week, each of 1 hour duration.
- ❖ Minimum contact hours: 30
- ❖ Student intake: 30 per group
- ❖ Minimum qualification: Higher Secondary (12th Standard pass); current UG & PG students of this college as well as other educational institutions are eligible.
- ❖ Admission: **First-come-first-served basis.**
- ❖ Teaching, Learning and Evaluation included.
- ❖ Spoken & Written English;
- ❖ Interview training & Group Discussion
- ❖ Certificate on successful completion of the Course
- ❖ Course Fee for Students: Rs. 500/-

Apply Now!

www.maulanaazadcollegekolkata.ac.in

RESOURCE PERSON

- ❖ Prof. A. Chakraborty, Dept. of Basic Science and Humanities, Future Institute



SYLLABUS

- ❖ *Module for Beginner's level:* Introduction to Communication, types of communication, barriers of communication, KOPPACT factor, LSRW skills, self-introduction, guidelines of JAM Session, practice sessions, public speech, extempore & filler words, conversation & role-play, subject-verb agreement, tense, narration & voice change, poster presentation (group activity), group discussion.
- ❖ *Module for Advanced level:* Interview skills, PPT presentation, debate, listening & retelling (audio/visual presentation).

Course Coordinator: Dr Debasri Basu, 9038781798
Email: diibii@rediffmail.com

Principal
Maulana Azad College, Kolkata

Attendance record of Certificate Course in Communicative English (2021-22), Maulana Azad College, Kolkata

Name	L 01 28/12/2021	L 02 30/12/2021	L 03 06/01/2022	L 04 08/01/2022	L 05 09/01/2022	L 06 11/01/2022	L 07 17/01/2022	L 08 22/01/2022	L 09 25/01/2022	Public Speech	L 10 29/01/2022	Public Speech	L 11 01/02/2022	Public Speech	L 12 06/02/2022	L 13 12/02/2022	L 14 19/02/2022	L 15 19/03/2022	L 16 20/03/2022	L 17 05/04/2022	L 18 06/04/2022	L 19 12/04/2022	L 20 19/04/2022	L 21 19/04/2022	L 22 26/04/2022	L 23 26/04/2022	L 24 27/04/2022	L 25 02/05/2022	L 26 03/04/22	L 27 09/04/22	L 28 10/04/22	L 29 17/04/2022	L 30 23/04/2022	PPT	Interview Se					
ABDUL RAHMAN	1	2A			4	5	6									7			8	9																				
SK SAFUDDIN	1	2E		3	4	5	6	7	8		9	10A	11	12					13	14	15	16															E (89)			
MD ENAYATU LLAH	1	2	Not Given		4	5	6	AB																																
MD KARIMULLAH HAQUE	A	2A		4	5	6	7	8	9		10	11A	12	13					14	15	16	17	18														A (79)	A (79)		
MAMUN AKHTAR	1		AB		2																																			
ZESHAN ULLAH	1	2B		4	5	6	7	8		9		10	11	12	13				14	15	16	17	18	19	20	21												E (89)	O (100)	
MD RIOWAN RIDWI	1	2		4	5	6	7	8	9		10	11	12	13					14	15	16	17																		
MIRNOY MONDAL	1	2		4	5	6	7	8	9		10	11A	12	13	14				15	16	17	18	19	21	22	23	24	25	26	27							E (89)	A (79)		
BUSHRA FATMA	1	AB		3	4	5	6	7	8		9	10B	11	12	13				14	15	16	17	19	20	21													A (79)		
ANUPAM POLLEY	A	1		3	4	5	6	7	8										9																					
SANCHIN BISWAS	1			3	4	5	6	7	8		9	10B.A	11	12	13				14	15																				
MEGHNA MONDAL	1	2		4	5	6	7	8	9		10	11A	12	13					11	12																				
KAMRUDDIN ISLAM	1	2		4	5	6	7	8	9		10	11	12	13					13	14	15																		A (79)	
ARSHAL BANERJEE	1	2		3	4	5	6	7	8		9	10E	11	12	13				14	15	16	17	19	20	21	22	23	24	25	26	27							E (89)	E (89)	
SABA KHATOON	1	2		4	5	6	7	8	9		10	11	12	13					12	13	14	15	16	17	18	19														
MD ASIF REZA	1			2	3	4	5	6	7		8A	9	10	11	12				13	14	15	17	18	19	20	21	22	23	24	25									A (79)	A (79)
MALOI MANDAL	1	2		4	5	6	7	8	9		10	11	12	13					13	14	15	17	18	19	20	21	22	23	24	25										
SARFARA ZALAM	1	2		3	4	5	6	7	8		9	10	11	12	13				11	12	13	14	15	16	17	18	19	20	21										A (79)	B (69)
MD FAZAN HUSSAIN	1	2		3	4	5	6	7	8		9	10	11	12	13																									
MD HASHIR FAHIZ	1	2		3	4	5	6	7	8		9	10	11	12	13																									
SAHNA PARVIN	1	2		3	4	5	6	7	8		9	10	11	12	13				11	12																				
LIDIT GHOSH	1	2		4	5	6	7	8	9		10	11	12	13					13	14	15	16	17	19	20															
SAMIT GHOSH	1	2		4	5	6	7	8	9		10	11	12	13					8	9																				
SHAHINA KHATUN	1	2		4	5	6	7	8	9		10	11	12	13	14				15	16	17	18	19	21	22	23	24	25	26	27	28									
ABU HANIF MALLICK	1			3	4	5	6	7	8		9	10	11	12	13				12	13	14	15	16	17	18	19	20	21												
MD SHAYED	1	2		4	5	6	7	8	9		10	11	12	13	14				11	12	13	14	15	16	17	18	19	20	21	22	23	24	25							
TASNIM SULTANA	1	2		4	5	6	7	8	9		10	11	12	13	14				14	15	16	17	18	19	20	21	22	23	24	25										
SHRESTHA MANDAL	1	2		4	5	6	7	8	9		10	11	12	13	14				15	16	17	18	19	20	21	22	23	24	25	26	27									
RUKSHAD SK	1	2		4	5	6	7	8	9		10	11	12	13	14				15	16	17	18	19	20	21	22	23	24	25	26	27									
PRITAM MANDAL	A			2	3	4	5	6	7		8	9	10	11	12				12	13	14	15	16	17	18	19	20	21	22	23	24									



MAULANA AZAD COLLEGE

8, Rafi Ahmed Kidwai Road, Kolkata - 700 013

CERTIFICATE

Certified that _____
has successfully completed the 'Certificate Course in
Communicative English' of 30 hours duration conducted by
Maulana Azad College from December 2021 to May 2022 and
secured Grade _____.

GRADE SCHEME	
A++	Outstanding (90-100)
A+	Excellent (80-89)
A	Very Good (70-79)
B+	Good (60-69)
B	Fair (50-59)

Dr. Debasri Basu
Course Co-ordinator
Maulana Azad College

Dr. Subir Chandra Dasgupta
Co-ordinator (IQAC)
Maulana Azad College

Principal
Maulana Azad College

West Bengal Electronics Industry Development Corporation Limited

WIL Division

225F, A. J. C. Bose Road, 4th Floor, Kolkata - 700 020
Phone : 91-33-2283 3567 / 68 / 69 • Fax : 91-33-2281 0884 • e-mail : info.wil@webel-india.com
PAN : AAACW2411Q • TAN : CALW00084A • GSTIN : 19AAACW2411Q1Z1 • CIN : U52209WB1974SGC029237

WBEIDC:WIL:MAC:001:2019-2020

July 24, 2019

The Principal
Maulana Azad College
8, Rafi Ahmed Kidwai Road
Kolkata – 700 013

Sub: Computer Training to Minority Girls' student.

Respected Sir,

This has reference to the discussion we had with your good self on 21.07.2019 at your esteemed institution on the above noted subject.

It gives us immense pleasure to introduce ourselves as one of the leading **IT Education-Training institute** in the state of West Bengal. **West Bengal Electronics Industry Development Corporation Limited (WIL Division)**, is the IT Education and training arm of **West Bengal Electronics Industry Development Corporation Limited (WEBEL)**, a Government of West Bengal Undertaking.

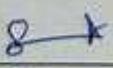
We are pleased to inform you that we are eager to conduct the aforesaid training programme.

The course along with other terms & conditions are enclosed herewith in **Annexure I** for your kind perusal. The detailed course topics and training schedule are also attached herewith in **Annexure II & Annexure III** for your ready reference.

In case of any further clarifications, please feel free to contact us.

Thanking you.

Yours faithfully,
For West Bengal Electronics Industry Development Corporation Limited (WIL Division)


Surajit Mandal
Advisor



ANNEXURE - II**Detailed Course Break-up**

Covered Topics	Curriculum
System Basics and Windows	<ul style="list-style-type: none"> • An introduction to Computer Systems • Understanding machine configuration • OS and its function • Booting • An Introduction to Windows Environment • Concepts & Creation of Files and Folders • Mouse & its events • Elementary Text entry (Notepad, WordPad) • File Management in Windows (Copy, Move, Rename, Delete Operations) • Transferring Files into a CD, Pen Drive • Proper System Shutdown
Office Productivity	<p>Microsoft Word</p> <ul style="list-style-type: none"> • Introduction to MS-Word • Creating, Editing, Saving, Opening a Document • Saving and protecting a Document • Document Formatting – Font, Border & Shading, Bullets, Numbering, Paragraph, Symbol, Spelling & Grammar • Working with Tabs • Page setup and printing • Table & Mail Merge Operation • File printing procedure and printer selection <p>Microsoft Excel</p> <ul style="list-style-type: none"> • Introduction to MS-Excel • Creating a simple Excel database • Editing and formatting cells • Cell reference – Relative, Absolute and Mixed • Writing simple formulae • Working with functions (statistical financial text) • Working with IF AND OR statement • Data Sorting • Querying Data using Filter • Subtotals • Working with Charts • Printing worksheet <p>Microsoft Power Point</p> <ul style="list-style-type: none"> • Introduction to PowerPoint. • Starting a Presentation. • Slide Views and their Functionaries and Different Slide Types. • Working with Slides (Adding Text, Graphics, Table, Chart, Sounds & Movies) • Applying Slide Effects (Slide Transition, Object Animation and Sound effects) • Automation of Slides Presentation and setting up Slide Timings.



ANNEXURE - I

1.	Course Title	GENERAL AWARENESS OF COMPUTER AND OPERATIONAL APPLICATION
2.	Course Contents	Systems Basics and Windows, Word, Excel, Power Point (Detailed syllabus is enclosed in Annexure-II)
3.	Duration	22 Hours (02 hours per day) inclusive of Evaluation.
4.	Timings	Afternoon (Class schedule enclosed in Annexure –III)
5.	Theory: Lab	30:70
6.	Batch Strength	20 participants (Maximum)
7.	Methodology of Training	Lectures, Demos & Practice sessions
8.	Attendance & Evaluation	Attendance shall be taken on each day. Successful Participants will be awarded Certificate based on performance in class and examination.
9.	Practical / Hands-on Session	Two individual per system.
10.	Courseware, stationery & others	We would provide course materials (file, pad, pen and Book) to each trainee. We would provide industry standard Faculty.
11.	Venue & Infrastructure	Training will be conducted at your college Premises and necessary infrastructure like Computers, Software, Projector, Sitting arrangement, White Board etc. are to be provided by you.
12.	Programme cost	Rs.20000/- (Twenty Thousand Only) inclusive of GST.
13.	Terms of Training	After receiving your firm order at least 04 working days lead-time is needed to start the training programme (as discussed; we may commence training on and from 7th August 2019).
14.	Payment Terms	Payment is to be made in favour of West Bengal Electronics Industry Development Corporation Limited by Cheque/Demand Draft/NEFT. The bank details are enclosed herewith.





MAULANA AZAD COLLEGE

Webel
opportunities inflate

8, Rafi Ahmed Kidwai Road, Kolkata - 700 013

in association with

West Bengal Electronics Industry Development Corporation Limited

(A Government of West Bengal Undertaking)

WIL Division

225F, A. J. C. Bose Road, 4th Floor, Kolkata - 700 020

CERTIFICATE

Certified that _____

has successfully completed 36 hours training on 'Certificate Course in Basic Computing & Office Automation (Module - I)' conducted by Maulana Azad College and secured Grade_____.

GRADE SCHEME

A++	Outstanding (90-100)
A+	Excellent (80-89)
A	Very Good (70-79)
B+	Good (60-69)
B	Fair (50-59)

Dr. Golam Moinuddin
Course Co-ordinator
Maulana Azad College

Dr. Subir Chandra Dasgupta
Co-ordinator (IQAC)
Maulana Azad College

Mr. Puspall Ghosh
GM (Education)
WBEIDCL

Principal
Maulana Azad College

Evaluation Result Details for Batch-1
Exam Date: 2nd June 2022

Full Marks: 50

SRLNO	NAME	WORD	EXCEL	POWERPOINT	TOTAL	PERCENTAGE
1	Nabeela Jahan	20	16	9	45	90
2	Samreen Ahsan	20	14	10	44	88
3	Emami Suraiya	17	16	9	42	84
4	Saahil Jaman	20	13	9	42	84
5	Zia Kausar	20	14	5	39	78
6	Anupam Sharma	20	6	9	35	70
7	Mommaz Khatun	17	12	5	34	68
8	Noorul Islam	19	10	0	29	58
9	Sqir Malik	20	7	0	27	54
10	Sabnam Banu	20	7	0	27	54
11	Mrinoy Mondal	13	6	7	26	52
12	Sk. Sarfaraj Khan	18	6	4	28	56
13	Mehrun Nisha	12	6	8	26	52
14	Arifuj Jaman Mia			Absent		
15	MD. Mehtab Alam			Absent		
16	Chanaullah Mondal			Absent		
17	Sk. Shorab			Absent		

Evaluation Result Details for Batch2 Exam
Date: 25th May 2022

Full Marks: 50

SRLNO	NAME	WORD	EXCEL	POWERPOINT	TOTAL	PERCENTAGE
1	Mallika Aliya	19.5	18.5	10	48	96
2	Sruti das	20	16.5	10	46.5	93
3	Farhin Sarkar	16	18.5	10	44.5	89
4	Mohammad Yusuf	20	18.5	3	41.5	83
5	Tahira Khatun	12	12	9.5	33.5	67
6	Bushra Fatma	18	4	10	32	64
7	Shahneen Parveen	19	4	7.5	30.5	61
8	Ahmadur Rahman	18	7	5	30	60
9	Afrin Khan	13	7	7	27	54
10	Amirul Islam Sk.	12	6	7	25	50
11	Nur Alam SK.	13	6	6	25	50
12	Adbul Sajid*	14	6	6	26	52
13	Amena Khatun			Absent		
14	Nurul Islam			Absent		

* Attended Exam on Batch -1

Amran Ray


Certificate Course in Basic languages 2021-22 Maulana Azad College with SNAP academy

Name of the Course	Session	Students enrolled	Names
Basic Persian language Course	September 2021-Feb 2022		Kainat Siddique
			3 Nilanjana Hajra
			Nandini Bhattacharya
Persian Advanced 2022	September 2021-Feb 2022		Furqan Ahmed
			3 Ankana Chakraborty
			Trina Banerjee
Advanced Arabic language Course	September 2021-Feb 2022		Zeba Sadia
Basic Arabic language Course	September 2021-Feb 2022		1 Utsa Sarmin
			7 Papri Chatterjee
			Bibhabhori Bhattacharyya
			Sushruta Bhattacharjee
			Sk. Abdul Sattar
			Amiul Haque Mallick
			Md. Mahafujur Rahman
Basic Urdu Language Course	September 2021-Feb 2022		Mitra Bhattacharya
			6 Srilata Sircar
			Nazia Parvez
			Twisha Deb
			Sreejata Paul
			Shayeri Bhattacharya
Advanced Urdu Language Course			Sarban Bhattacharya
			3 Shaik Guffrana
			Bichitra Bagchi
Total			23



SNAP Academy
(A Unit of Association SNAP),
Kolkata



Certificate of Participation

This is to certify that.....*Trina Banerjee*.....

Participated and successfully completed six month online basic course on

ADVANCED PERSIAN LANGUAGE COURSE.

Session :September 2021- February 2022

Organised by :-

SNAP Academy (A Unit of Association SNAP), Kolkata

in collaboration with

Maulana Azad College, Kolkata

Dr. Subir Dasgupta
IQAC Coordinator,
Maulana Azad College

Dr. Iftexhar Ahmed
Head and Course Coordinator,
Dept. of Persian, Maulana Azad College

Sabir Ahamed
Hon. Secretary,
Association SNAP



SNAP Academy
(A Unit of Association SNAP),
Kolkata



Certificate of Participation

This is to certify that.....*Furquan Ameen*.....

Participated and successfully completed six month online basic course on

ADVANCED PERSIAN LANGUAGE COURSE.

Session :September 2021- February 2022

Organised by :-

SNAP Academy (A Unit of Association SNAP), Kolkata

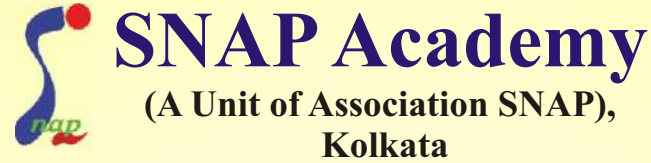
in collaboration with

Maulana Azad College, Kolkata

Dr. Subir Dasgupta
IQAC Coordinator,
Maulana Azad College

Dr. Iftexhar Ahmed
Head and Course Coordinator,
Dept. of Persian, Maulana Azad College

Sabir Ahamed
Hon. Secretary,
Association SNAP



Certificate of Participation

This is to certify that.....*Ankana Chakraborty*.....

Participated and successfully completed six month online basic course on

ADVANCED PERSIAN LANGUAGE COURSE.

Session :September 2021- February 2022

Organised by :-

SNAP Academy (A Unit of Association SNAP), Kolkata

in collaboration with

Maulana Azad College, Kolkata

Dr. Subir Dasgupta
IQAC Coordinator,
Maulana Azad College

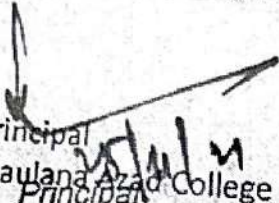
Dr. Iftexhar Ahmed
Head and Course Coordinator,
Dept. of Persian, Maulana Azad College

Sabir Ahamed
Hon. Secretary,
Association SNAP

Notice

25th November 2021

A meeting with respective co ordinators of ensuing certificate /add on courses with Principal and Co-ordinator IQAC will be held on 1st December 2021 at 1 PM at Principal chamber . All are requested to attend the meeting positively.


Principal
Maulana Azad College
Principal
Maulana Azad College
Kolkata-13

Agenda

1. To fix up the modalities & Detail Plan of ensuing certificate course
2. Miscellaneous

Copy to

1. Dr. S. C. Dasgupta – Co coordinator IQAC
2. Dr. D. K. Somai, Co ordinator – Spanish language
3. Dr. Debarshri Basu, Co ordinator- Communicative English
4. Smt. Madhu Sarda, Co ordinator- GST-Tally
5. Dr. Golam Moinuddin, Co ordinator, Basic Computing
6. Dr. Subhodip Samanta (Invitee)
7. Sri Sujoy Ghosh (invitee)

Students' Attendance Register for

the month of.....20

CLASS _____ SEC _____

SUBJECT _____

Roll No.	NAME OF STUDENTS	Admission No.	ATTENDANCE																																	
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			
41	Rounak Chhangani		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
42	Juyena Nagnin		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
43	Indrapramit Roy		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
44	Tapita Saha		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
45	Saimveer Ahson		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
46	Saurik Sen		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
47	Ashiya Javed		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
48	Sohag Mukhopadhyay		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
49	Arnav Das		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
50	Neha Mukherjee Kaul		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
51	Jaydeep Mukherjee		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
52	Piyasha Das		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
53	Sandepta Malakar		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
54	Hallika Ganguly		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
55	Aryan Jha		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
56	Rounak Roychowdhury		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
57	Shirun Saha		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
58	Sagar Samanta		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
59	Akanksha Prasad		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
60	Deepshikha Sarma		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
61	Muskan Naskar		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
62	Rohan Banerjee		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
63	Biswanth Singh		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
64	Ananya Sarkar		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
65	Annesha Mukherjee		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
66	Aarika Pramanik		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
67	Durba Roy		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
68	Moushali Zil		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
69	Sampati Kundu		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
70	Saptatish Roy		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
71	Saswati Karmakar		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
72	Pinke Kumari Shaw		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	
73	Soumitra Biswas		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L		
74	Sonam Das		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	
75	Snigdha Sarkar		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	
76	Soumyadip Saha		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	
77	Kajal Ranjan		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	
78	Sambit Ghosh		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	
79	and Anil Mallick		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	
F-1	Dr. Mahua Patra		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	
F-2	Dr. Dipak Kumar Som		L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L



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Registration for Certificate Course in Spanish

**For Spanish certificate course : Batch-3:
2022-23: classes will start tentatively
from Sep-22**

webinar.mac@maulanaazadcollegekolkata.ac.
[Switch account](#)



* Indicates required question

Email *

Your email



Government of West Bengal
Office of the Principal
Maulana Azad College, Kolkata

Notice No. 12

Date 07/09/2022

Notice 12

Students enrolled for the **Certificate Course in Financial Accounting with GST** for February 2022 Batch-I & II are notified that their weekly online/offline classes will be held as per following schedule with effect from 15th February, 2022. No class will be held on registered national holiday. Students are also advised to be regular in their classes to fulfil minimum contact hours to be eligible for evaluation. Final list of selected candidates is attached herewith.

WEEKLY CLASS SCHEDULE

BATCH	DAY	TIME	ROLL NO
I	TUESDAY	3.00 pm-5:00pm	1 to 25
	THURSDAY	3.00 pm-5:00pm	1 to 25
II	WEDNESDAY	3.00 pm-5:00pm	26 to 50
	FRIDAY	3.00 pm-5:00pm	26 to 50

Dr. Subhasish Dutta
Principal
Maulana Azad College
Kolkata

Dr. Subir Chandra Dasgupta
Co-Ordinator
Maulana Azad College
Govt. of West Bengal

Madhu Sarda
Madhu Sarda
Course Co-Ordinator
Assistant Professor
Maulana Azad College
Kolkata

Final List of Candidates for the Certificate Course in Financial Accounting with GST

ROLL NO.	NAME OF THE CANDIDATE	DEPARTMENT	SEMESTER
1	AGNIK MAJUMDER	ACCOUNTANCY (H)	SEMESTER-1
2	RUKSHAD SK	ACCOUNTANCY (H)	SEMESTER-1
3	AKASH RAHAMAN	ACCOUNTANCY (H)	SEMESTER-1
4	SARBIK CHAKRABORTY	ACCOUNTANCY (H)	SEMESTER-1
5	SHREYAN GHOSH	ACCOUNTANCY (H)	SEMESTER-3
6	AJMAT ALI	ACCOUNTANCY (H)	SEMESTER-3
7	SASWATA BANERJEE	ACCOUNTANCY (H)	SEMESTER-5
8	TRINANJAN ADHIKARY	ACCOUNTANCY (H)	SEMESTER-3
9	SANGHMITRA HANSDA	ACCOUNTANCY (H)	SEMESTER-3
10	SK SAIFUDDIN	ACCOUNTANCY (H)	SEMESTER-5
11	ARATRIKA SINHA	ACCOUNTANCY (H)	SEMESTER-1
12	RAHUL DEY MAJUMDER	ACCOUNTANCY (H)	SEMESTER-5
13	MALLIKA ALIYA	ACCOUNTANCY (H)	SEMESTER-3
14	MEGHA MONDAL	ACCOUNTANCY (H)	SEMESTER-1
15	SAYANTA SIRCAR	ACCOUNTANCY (H)	SEMESTER-5
16	MOHAMMAD ZESHAN KHAN	ACCOUNTANCY (H)	SEMESTER-1
17	MOHAMMAD YUSUF	ACCOUNTANCY (H)	SEMESTER-3
18	SUBHADIP DALAL	ACCOUNTANCY (H)	SEMESTER-3
19	ARATRIK SARKAR	ACCOUNTANCY (H)	SEMESTER-5
20	MD FAIZAL MOIN	ACCOUNTANCY (H)	SEMESTER-5
21	MD ABID HUSSAIN	ACCOUNTANCY (H)	SEMESTER-1
22	SAHNAZ PARVEEN	ACCOUNTANCY (H)	SEMESTER-3
23	ANANNYA SUR	ACCOUNTANCY (H)	SEMESTER-5
24	ARPITA BISWAS	ACCOUNTANCY (H)	SEMESTER-3
25	SOHANI PRAMANIK	ACCOUNTANCY (H)	SEMESTER-1
26	ARPITA GUHA	ACCOUNTANCY (H)	SEMESTER-5
27	SOMDUTTA SIRCAR	ACCOUNTANCY (H)	SEMESTER-1
28	DIA MONDAL	ACCOUNTANCY (H)	SEMESTER-5
29	ARIJIT ROY	ACCOUNTANCY (H)	SEMESTER-5
30	ANKUSH DAS	ACCOUNTANCY (H)	SEMESTER-5
31	SUJAN RAY	ACCOUNTANCY (H)	SEMESTER-5
32	DANISH SUHAIL	ACCOUNTANCY (H)	SEMESTER-3
33	SOURAV DEY	ACCOUNTANCY (H)	SEMESTER-5
34	RANIT SAHA	ACCOUNTANCY (H)	SEMESTER-3
35	SAGAR ROY	ACCOUNTANCY (H)	SEMESTER-1
36	RITAM HOODATI	ACCOUNTANCY (H)	SEMESTER-3
37	MD HARUN	ACCOUNTANCY (H)	SEMESTER-3
38	ANKITA MATH	ACCOUNTANCY (H)	SEMESTER-3
39	ARKOPRAVO NAG	ACCOUNTANCY (H)	SEMESTER-3
40	SAPTAPARNA DEB	ACCOUNTANCY (H)	SEMESTER-5
41	SAYARI PARUI	ACCOUNTANCY (H)	SEMESTER-3
42	INSHA WAHID	ACCOUNTANCY (H)	SEMESTER-5
43	PRANKISHOR GHOSH	CHEMISTRY (H)	SEMESTER-3
44	SHERAZ ANWAR	ACCOUNTANCY (H)	SEMESTER-3
45	AMEER HAMZAH KHAN	ARABIC GENERAL	SEMESTER-1
46	SOURJA CHATTERJEE	ACCOUNTANCY (H)	SEMESTER-3
47	ANUPAM POLLEY	ACCOUNTANCY (H)	SEMESTER-3
48	SAQUIB ANWAR	ACCOUNTANCY (H)	SEMESTER-5
49	POONAM NAYAK	ACCOUNTANCY (H)	SEMESTER-5
50	SOURAV DUTTA	ACCOUNTANCY (H)	SEMESER-6 (PASSED OUT)

Dr. Subhasish Dutta
Principal
Maulana Azad College
Kolkata

Dr. Subir Chandra Dasgupta
Co-Ordinator (IQAC)
Maulana Azad College
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A. K. Mukherjee Rd - Kcl-13

Madhu Sarda
Assistant Professor
Maulana Azad College
Kolkata



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From 2021-22



TALLY ERP 9 (GST)

COURSE FEATURES

- ❖ Eligibility: Commerce students
- ❖ Course Duration: 9 Weeks / 36 Hours
- ❖ Two online/offline classes per Week spanning 2 Hours per class including Evaluation
- ❖ Minimum qualification: Current students of UG Commerce of this college.
- ❖ Students in-take: 30 students (maximum)
- ❖ Admission: First-come-first-served basis.
- ❖ Teaching, Learning and Evaluation included.
- ❖ Certificate issued based on performance in Class and Evaluation Test.
- ❖ Course Fee for Students: Rs. 1000/-

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TRAINING CONDUCTED BY

West Bengal Electronics Industry Development Corporation Limited (WIL Division)



SYLLABUS

- ❖ **Accounting in TALLY PRIME:** Gateway of Tally ERP 9.0, Company creation and configurations, Day to Day Transaction recording, Bills & Outstanding Management
- ❖ **Inventory Management:** Inventory Creation/ Alteration, Inventory Features, Invoicing of daily Trades, Inventory Reporting
- ❖ **Tax Deducted at Source (TDS):** Understanding TDS, Ledger Creation and Calculation, TDS Payment, Tax Reports
- ❖ **Goods & Services Tax (GST) Management:** GST Introduction, GST Features, GST Configuration, GST Invoicing
- ❖ **Data Management:** Data Control, Data Export and Import, Data Alteration
- ❖ **Reporting:** Books of Accounts, Party Outstanding, Trial Balance, Final Accounts
- ❖ **Goods & Services Tax (GST) & E-Filing:** Basic Concept of GST, Calculation & Rate of GST, Introduction of GST E-Filing, GST Rules, New GST Registration, GST Return : GSTR-1, GSTR-2 , GSTR-3B., GSTR-4, Last Updated rates in GST Form, GST Tax Form Download, Fill up & Upload.

Course Coordinator: Smt. Madhu Sarada, 9123326519
Email: madhu.sarada@maulanaazadcollegekolkata.ac.in

Principal
Maulana Azad College, Kolkata

FA GST Tally Course Certificates to be Distributed to Following Students (Batch I and Batch II)

Sl. No.	ROLL NO.	NAME OF THE CANDIDATE	DEPARTMENT	SEMESTER	GRADES
1	1	AGNIK MAJUMDER	ACCOUNTANCY (H)	SEMESTER-1	A
2	2	RUKSHAD SK	ACCOUNTANCY (H)	SEMESTER-1	A+
3	3	AKASH RAHAMAN	ACCOUNTANCY (H)	SEMESTER-1	A+
4	4	SARBIK CHAKRABORTY	ACCOUNTANCY (H)	SEMESTER-1	A+
5	5	SHREYAN GHOSH	ACCOUNTANCY (H)	SEMESTER-3	A++
6	6	AJMAT ALI	ACCOUNTANCY (H)	SEMESTER-3	A+
7	7	SASWATA BANERJEE	ACCOUNTANCY (H)	SEMESTER-5	A+
8	8	TRINANJAN ADHIKARY	ACCOUNTANCY (H)	SEMESTER-3	A++
9	9	SANGHMITRA HANSDA	ACCOUNTANCY (H)	SEMESTER-3	A++
10	10	SK SAIFUDDIN	ACCOUNTANCY (H)	SEMESTER-5	A+
11	11	ARATRIKA SINHA	ACCOUNTANCY (H)	SEMESTER-1	A++
12	12	RAHUL DEY MAJUMDER	ACCOUNTANCY (H)	SEMESTER-5	A++
13	13	MALLIKA ALIYA	ACCOUNTANCY (H)	SEMESTER-3	A+
14	14	MEGHA MONDAL	ACCOUNTANCY (H)	SEMESTER-1	A+
15	15	SAYANTA SIRCAR	ACCOUNTANCY (H)	SEMESTER-5	A++
16	16	MD ZESHAN KHAN	ACCOUNTANCY (H)	SEMESTER-1	A++
17	17	MOHAMMAD YUSUF	ACCOUNTANCY (H)	SEMESTER-3	A+
18	18	SUBHADIP DALAL	ACCOUNTANCY (H)	SEMESTER-3	A+
19	19	ARATRIK SARKAR	ACCOUNTANCY (H)	SEMESTER-5	A+
20	20	MD FAIZAL MOIN	ACCOUNTANCY (H)	SEMESTER-5	A++
21	21	MD ABID HUSSAIN	ACCOUNTANCY (H)	SEMESTER-1	A+
22	22	SAHNAZ PARVEEN	ACCOUNTANCY (H)	SEMESTER-3	A+
23	24	ARPITA BISWAS	ACCOUNTANCY (H)	SEMESTER-3	A-
24	25	SOHANI PRAMANIK	ACCOUNTANCY (H)	SEMESTER-1	A
25	26	ARPITA GUHA	ACCOUNTANCY (H)	SEMESTER-5	A++
26	28	DIA MONDAL	ACCOUNTANCY (H)	SEMESTER-5	A+
27	29	ARIJIT ROY	ACCOUNTANCY (H)	SEMESTER-5	A++
28	30	ANKUSH DAS	ACCOUNTANCY (H)	SEMESTER-5	A
29	31	SUJAN RAY	ACCOUNTANCY (H)	SEMESTER-5	A++
30	32	DANISH SUHAIL	ACCOUNTANCY (H)	SEMESTER-3	B
31	33	SOURAV DEY	ACCOUNTANCY (H)	SEMESTER-5	A++
32	34	RANIT SAHA	ACCOUNTANCY (H)	SEMESTER-3	B+
33	35	SAGAR ROY	ACCOUNTANCY (H)	SEMESTER-1	A-
34	37	MD HARUN	ACCOUNTANCY (H)	SEMESTER-3	B-
35	38	ANKITA MATH	ACCOUNTANCY (H)	SEMESTER-3	B-
36	40	SAPTAPARNA DEB	ACCOUNTANCY (H)	SEMESTER-5	A
37	41	SAYARI PARUI	ACCOUNTANCY (H)	SEMESTER-3	A
38	43	ANANNYA SUR	ACCOUNTANCY (H)	SEMESTER-5	A++
39	44	SHERAZ ANWAR	ACCOUNTANCY (H)	SEMESTER-3	A
40	46	SOURJA CHATTERJEE	ACCOUNTANCY (H)	SEMESTER-3	A+
41	47	ANUPAM POLLEY	ACCOUNTANCY (H)	SEMESTER-3	A-
42	48	SAQUIB ANWAR	ACCOUNTANCY (H)	SEMESTER-5	A++
43	49	POONAM NAYAK	ACCOUNTANCY (H)	SEMESTER-5	A++
44	50	SOURAV DUTTA	ACCOUNTANCY (H)	SEMESER-6 (PASSED OUT)	A++

Signature
4.07.2022



MAULANA AZAD COLLEGE

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225F, A. J. C. Bose Road, 4th Floor, Kolkata - 700 020

CERTIFICATE

Certified that _____
has successfully completed 36 hours training on 'Certificate Course in Financial Accounting with GST-Tally ERP 9' conducted by Maulana Azad College from 15th February, 2022 to 20th April, 2022 and secured Grade _____.

Mrs. Madhu Sarda
Course Co-ordinator
Maulana Azad College

Dr. Subir Chandra Dasgupta
Co-ordinator (IQAC)
Maulana Azad College

Mr. Puspall Ghosh
GM (Education)
WBEIDCL

Principal
Maulana Azad College