



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

M:- 9461813058 Web- www.mgcsrdr.com, Email:- officekdgd@gmail.com



SMT. KAMLA DEVI GAURIDUTT MITTAL MAHILA MAHAVIDYALAYA

*Sardarshahar – 331403,
Distt. - Churu (Rajasthan)*

1.2 Academic flexibility

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

M:- 9461813058 Web- www.mgcsrdr.com, Email:- officekdgd@gmail.com

1.2 INDEX

CERTIFICATE COURSE APPROVAL LETTER/ BROCHURE/ COURSE MODULES

- 1. COOKING (SOUTH INDIAN AND BAKERY)**
- 2. FOREIGN TRADE MANAGEMENT AND BANKING SYSTEM**
- 3. MICROSOFT OFFICE AND INTERNET BROWSING**
- 4. RAPID COMPUTER COURSE**
- 5. DIGITAL MARKETING COURSE**
- 6. ENGLISH SPOKEN COURSE**
- 7. COOKING (RAJASTHANI AND GUJARATI)**
- 8. COMPUTER BASED ACCOUNTANCY**
- 9. RSCIT**

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek





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Sardarshahar - 331403 (Raj.)

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Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

Sponsored by Mittal Charities, Mumbai

Approved by NCTE & DCE, Raj. Affiliated To M.G.S. University, Bikaner & Recognized by UGC (2F & 12B)

Tel. & Fax : 01564-220200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

Date:- 02/10/2017

To,
The Principal
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya,
Sardarshahar


Subject :- Permission For Organizing Certificate Course On cooking(south Indian and bakery).

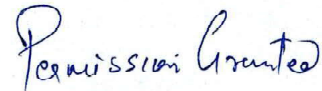
Respected Sir,

With due regards, I request you that Department of home science Organizing a CERTIFICATE COURSE entitled “**cooking (south Indian and bakery).** “ from **06/10/2017 to 01/11/2017** for College Students.

Hence You Are Requested To Grant Permission For The Same.

Thanking you
Yours' sincerely


Miss Jyoti Sharma
Asst. Professor
(Home Science)





Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek





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Tel. & Fax : 01564-230200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

Date:- 04/09/2017

To,
The Principal
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya,
Sardarshahar

**Subject :- Permission For Organizing Certificate Course On FOREIGN TRADE
MANAGEMENT AND BANKING SYSTEM.**

Respected Sir,

With due regards, I request you that Department of COMMERCE Organizing a
CERTIFICATE COURSE entitled "FOREIGN TRADE MANAGEMENT AND BANKING
SYSTEM.

" from 11/09/2017 to 03/10/2017 for College Students.

Hence You Are Requested To Grant Permission For The Same.

Thanking you
Yours' sincerely

MRITYUNJAY KUMAR PAREEK
Asst. Professor
(EAFM)

Permitted

Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

Sponsored by Mittal Charities, Mumbai

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Tel. & Fax : 01564-220200

Web : www.mgcsrdr.com

Email : officedgd@gmail.com

Date:- 01/09/2018

To,
The Principal
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya,
Sardarshahar

Subject :- Permission For Organizing Certificate Course On Microsoft Office And
Internet Browsing.

Respected Sir,

With due regards, I request you that Department of computer science
Organizing a CERTIFICATE COURSE entitled "Microsoft Office And Internet
Browsing."from 06/09/2018 to 28/09/2018 for College Students.

Hence You Are Requested To Grant Permission For The Same.

Thanking you
Yours' sincerely

Mr. Sameer Joshi
Asst. Professor
(Computer Science)

Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek






**Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
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 **Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya**
Sardarshahar – 331403, Churu (Rajasthan)
Sponsored by Mittal Charities, Mumbai
Approved by NCTE & DCE, Raj. Affiliated To M.G.S. University, Bikaner & Recognized by UGC (2F & 12B)

Date :- 18.12.2020


To,
The Principal,
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar

Subject :- Approval for the Certificate (Rapid Computer Course)

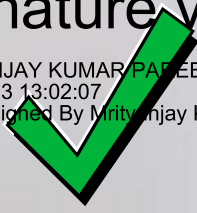
Respected Sir,

I am glad to inform you that the course of Rapid Computer Course of the session 2020-21 has been completed. The duration of the course was from 2/12/20 to 17/12/20. So kindly grant the certificates of the course to the concerned students.

Thank you


(Balram Swami)
Program Cordinator
(Rapid Computer Course)

Signature valid
MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar Pareek





**Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)**

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**Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)**

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Tel. & Fax : 01564-230200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

Date :- 23.12.2021

To,
The Principal,
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar

Subject :- Approval for the Certificate (Rapid Computer Course)

Respected Sir,

I have great pleasure in informing you that the Rapid Computer Course run from 6/12/21 to 22/12/21 has been completed. So kindly grant the certificates to the students who have completed this course.

Thank you

(Balram Swami)
Program Cordinator
(Rapid Computer Course)

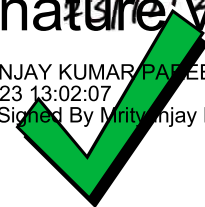
Permission granted

Signature Valid

MRITYUNJAY KUMAR PAREEK

10.06.2023 13:02:07

Digitally Signed By Mrityunjay Kumar Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
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Tel. & Fax : 01564-220200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

Date :- 22.12.2022

To,
The Principal,
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar

Subject :- Approval for the Certificate (Rapid Computer Course)

Respected Sir,

I am glad to inform you that the course of Rapid Computer Course of the session 2022-23 has been completed. The duration of the course was from 03/12/22 to 21/12/22. So kindly grant the certificates of the course to the concerned students.

Thank you

(Balram Swami)
Program Cordinator
(Rapid Computer Course)

Signature valid

22/12/22
MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Tel. & Fax : 01561-220200
Web : www.mgcsrdr.com
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CERTIFICATE COURSE ON DIGITAL MARKETING


In Present Scenario Knowledge Of Digital Marketing Becomes Essential To Stay Competitive Where Every Type Of Product Sold Online So This Program Will Prove To Be Very Useful For Students.

Date-02Nov.-2019

- ✓ The Course Is Free For Students Of SMT.KDGD MITTAL MAHILA MAHAVIDHALAYA.
- ✓ Duration of the course:- 30hrs (2hrs/day)
- ✓ Certificate will be issued to the students after completion of course.

➤ **Course module—**

1. Search engine optimization.
2. Social media marketing
3. Content marketing
4. Email marketing
5. Web designing
6. Attraction marketing
7. Online advertizing
8. Mobile marketing


Course coordinator
(Smt. Harsha Soni)

Signature valid


Principal
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403, Churu (Raj.)
Digitally Signed By: Mritunjay Kumar Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya Sardarshahar - 331403 (Raj.)

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Tel. & Fax : 01564-220200
Web : www.mgcsrdr.com
Email : officekdgd@gmail.com

CERTIFICATE COURSE ON DIGITAL MARKETING

Date-16 Nov.-2021

In Present Scenario Knowledge Of Digital Marketing Becomes Essential To Stay Competitive Where Every Type Of Product Sold Online So This Program Will Prove To Be Very Useful For Students.

- The Course Is Free For Students Of SMT. KDGD MITTAL MAHILA MAHAVIDHALAYA.
- Duration of the course:- 30hrs (2hrs/day)
- Certificate will be issued to the students after completion of course.

➤ Course module—

- ✓ Search engine optimization.
- ✓ Social media marketing
- ✓ Content marketing
- ✓ Email marketing
- ✓ Web designing
- ✓ Attraction marketing
- ✓ Online advertizing
- ✓ Mobile marketing

Course coordinator
(Smt. Harsha Soni)

Principal

Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya

MIRITUNJAY KUMAR PAREEK
16/11/2021 13:02:07

Digitally Signed By Miritunjay Kumar
Pareek

Signature valid





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Tel. & Fax : 01564-290200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

CERTIFICATE COURSE ON DIGITAL MARKETING

Date-02 Nov.-2022

In Present Scenario Knowledge Of Digital Marketing Becomes Essential To Stay Competitive Where Every Type Of Product Sold Online So This Program Will Prove To Be Very Useful For Students.

The Course Is Free For Students Of SMT.KDGD MITTAL MAHILA MAHAVIDHALAYA.

Duration of the course:- 30hrs (2hrs/day)

Certificate will be issued to the students after completion of course.

Course module—

- Search engine optimization.
- Social media marketing
- Content marketing
- Email marketing
- Web designing
- Attraction marketing
- Online advertizing
- Mobile marketing

Course coordinator
(Smt. Harsha Soni)

Signature valid
Principal
MRITYUNJAY KUMAR PAREEK
10/11/2022 13:02:07
Digitally Signed By Mrityunjay Kumar
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Sardarshahar – 331403, Churu (Rajasthan)

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Tel. & Fax : 01564-220200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

Date:- 08.11.2021

To,
The Principal
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya,
Sardarshahar

Subject :- Permission For Organizing Certificate Course On Cooking (Rajasthani And Gujrati).

Respected Sir,

With due regards, I request you that Department of home science Organizing a CERTIFICATE COURSE entitled “Cooking (Rajasthani And Gujrati)” from 12/11/2021 to 30/11/2021 for College Students.

Hence You Are Requested To Grant Permission For The Same.

Thanking you

Yours' sincerely

Smt. Anita Sain
Asst. Professor
(Home Science)

Permitted

Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar
MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek

Signature valid





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Tel. & Fax : 01564-220200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

Date:- 08.11.2021

To,
The Principal
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya,
Sardarshahar

**Subject :- Permission For Organizing Certificate Course On Computer
Based Accountancy.**

Respected Sir,

With due regards, I request you that Department of home science Organizing
a Certificate Course entitled “Computer Based Accountancy” from 17/11/2021 to
06/12/2021 for College Students.

Hence You Are Requested To Grant Permission For The Same.

Thanking you

Yours' sincerely

Mr. Sunil Khatri
Asst. Professor
(ABST)

Permitted

Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar

Signature valid

MIRTYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mirtyunjay Kumar
Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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**SMT. KAMLA DEVI GAURIDUTT MITTAL MAHILA
MAHAVIDYALAYA, SARDARSHAHAR**

**CERTIFICATE COURSE ON
COOKING (SOUTH INDIAN & BAKERY)**

**COURSE STARTS FROM
6TH OCTOBER
TO
1ST NOVEMBER 2017**

Course Venue - College campus

COURSE CO ORDINATOR
MRS. JYOTI SHARMA
(DEPARTMENT OF HOME SCIENCE)

Signature valid
MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar Pareek



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

M:- 9461813058 Web- www.mgcsrdr.com, Email:- officekdgd@gmail.com



**Smt.Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya.
Sardarshahar (Churu)**

Certificate Course On

**"Foreign Trade Management
& Banking System"**

COURSE STARTS FROM

(11th September To 3rd October 2017)

venue : -College Campus

course co-ordinator

• **Sh. MRITYUNJAY KUMAR PAREEK**

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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**Smt.Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya.
Sardarshahar (Churu)**

Certificate Course On

"Microsoft Office & Internet Browsing"

COURSE STARTS FROM

6th September

To

28th September 2018

venue : -College Campus

course co-ordinator

Sh. Smeer Joshi

(Department of Computer Science)

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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The certificate cover features a central white area with a wooden-textured background on the left. At the top center is a circular logo of the college. The text is centered and reads: 'SMT.KAMLA DEVI GAURIDUTT MITTAL MAHILA MAHAVIDYALAYA, SARDARSHAHAR' followed by 'CERTIFICATE COURSE ON COOKING (RAJASTHANI & GUJRATI)'. Below this, it states 'COURSE STARTS FROM 12TH NOVEMBER TO 30TH NOVEMBER 2021' with a yellow leaf-like graphic to the left. The venue is listed as 'College campus (Home science lab)'. At the bottom, a yellow banner contains the course coordinator's name: 'SMT. ANITA SAIN (DEPARTMENT OF HOME SCIENCE)'. A green checkmark is placed over the bottom right corner.

**SMT.KAMLA DEVI GAURIDUTT MITTAL
MAHILA MAHAVIDYALAYA, SARDARSHAHAR**

**CERTIFICATE COURSE ON
COOKING (RAJASTHANI & GUJRATI)**

**COURSE STARTS FROM
12TH NOVEMBER
TO
30TH NOVEMBER 2021**

**Course Venue :- College campus
(Home science lab)**

**COURSE CO-ORDINATOR
SMT. ANITA SAIN
(DEPARTMENT OF HOME SCIENCE)**

Signature valid
MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar Pareek



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Regd.Office:

7A,Jhalana Institutional Area,Behind R.T.O.,Jaipur 302004

Phone:91 141 5159700,Telfax:+91 141 5117117,Website:www.rkcl.in

Certificate of Authorization

SMT.KAMLA DEVI GAURIDUTT MITTALMAHILA P.G MAHAVIDYALAYA
ITGK CODE: 24290113
NEAR TAL MAIDAN,MITTAL MARG SARDARSHAR CHURU PIN CODE N-331403
CHURU

has been awarded the status* of
RKCL's authorized I.T Gyan Kendra (ITGK)
to Conduct

RS-CIT

Rajasthan State Certificate in Information Technology

and to participate in RKCL's activities undertaken
for spreading IT and IT Enabled Services

In state of Rajasthan.

This certificate is valid up to 10-02-2024

Date: 15-04-2023

Mritunjay Pareek
Signature valid
Managing Director
MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mritunjay Kumar
Pareek

*The ITGK status is awarded, subject to terms and conditions of the agreement executed by and between RKCL and Service Provider



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Web : www.mgcsrdr.com
Email : officekdgd@gmail.com

**CERTIFICATE COURSE ON COOKING
(SOUTH INDIAN AND BAKERY)**

Date of starting -06/10/2017

- *THE COURSE IS FREE FOR STUDENTS OF SMT. KDGD MITTAL
MAHILA MAHAVIDHALAYA.*
- *DURATION OF THE COURSE- 30 HRS*
- *CERTIFICATE WILL BE ISSUED TO THE STUDENTS AFTER
COMPLETION OF COURSE.*

Course Module :-

SOUTH INDIAN –

- ✓ MEDU VADA, IDLI, RASAM
- ✓ DOSA
- ✓ APPAM
- ✓ UPMA, UTPAM
- ✓ RISE (TOMATO, TAMARID, LEMON)
- ✓ COCONUT CHUTNEY
- ✓ PAYASAM

BAKERY-

- ✓ CAKE BASE ON DIFFERENT FLAVOUR AND DRESSING OF CAKE
- ✓ BISCUITS
- ✓ PIZZA
- ✓ CUP CAKE
- ✓ PATTIES
- ✓ DONUT

Jyoti
Course Coordinator

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023, 13:02:07
Digitally Signed By Mrityunjay Kumar
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
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Tel. & Fax : 01564-220200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

Date of starting -11/09/2017

CERTIFICATE COURSE ON FOREIGN TRADE MANAGEMENT AND BANKING SYSTEM

- THE COURSE IS FREE FOR STUDENTS OF SMT. KDGD MITTAL MAHILA MAHAVIDHALAYA.
- DURATION OF THE COURSE- 30 HRS
- CERTIFICATE WILL BE ISSUED TO THE STUDENTS AFTER COMPLETION OF COURSE.

Course Module :-

- ✓ Basics of International trade.
- ✓ Global business environment.
- ✓ Element of export and import marketing.
- ✓ Finance(Export, Import, Re export)
- ✓ Export – import management & trade-policy.
- ✓ Export – logistics.
- ✓ Financial management.
- ✓ Export – import – documentation.
- ✓ Multinational Finance management.
- ✓ Exim- bank.
- ✓ ECGC.
- ✓ W. T. O.
- ✓ Perivale sector banks.


Course Coordinator


Principal
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar
MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar Pareek

Signature valid





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

M:- 9461813058 Web- www.mgcsrdr.com, Email:- officekdgd@gmail.com



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

Sponsored by Mittal Charities, Mumbai

Approved by NCTE & DCE, Raj. Affiliated To M.G.S. University, Bikaner & Recognized by UGC (2F & 12B)

Tel. & Fax : 01564-220200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

**CERTIFICATE COURSE ON MICROSOFT OFFICE AND INTERNET
BROWSING**

Date of starting -06/09/2018

- THE COURSE IS FREE FOR STUDENTS OF SMT. KDGD MITTAL MAHILA MAHAVIDHALAYA.
- DURATION OF THE COURSE- 30 HRS
- CERTIFICATE WILL BE ISSUED TO THE STUDENTS AFTER COMPLETION OF COURSE.

Course Module :-

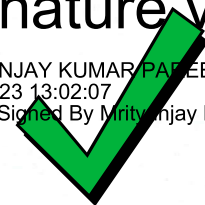
- ✓ Introduction of ms office.
- ✓ Ms word and there features.
- ✓ Practical work in ms office.
- ✓ Introduction of ms PowerPoint.
- ✓ Practical work in ms PowerPoint.
- ✓ Doubt cleaning class on ms word and PowerPoint.


Course Coordinator


Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar

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10.06.2023 13:02:07
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Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya Sardarshahar - 331403 (Raj.)

M:- 9461813058 Web- www.mgcsrdr.com, Email:- officekdgd@gmail.com



Smt. Kamla Devi Gauridutt Mittal Mahila (PG) Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

Sponsored by Mittal Charities, Mumbai

Approved by NCTE & DCE, Raj. Affiliated To M.G.S. University, Bikaner & Recognized by UGC (2F & 1B)

Tel & Fax : 01561 230500

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

Date :- 20.11.2020

15 Day Rapid Basic Computer Course

Course Details:-

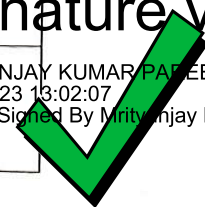
- ✓ The course is Free for student of Mittal Girls College
- ✓ Duration of the Course:- 15 days (2 hour/day)
(Each lecture will be divided in 20 minutes theory and 40 minutes of practice session)
- ✓ Certificate will be issued to the student after completion of course

Details of the Syllabus :-

Day : 1	<ul style="list-style-type: none"> • Introduction of the computer • History of computer • Booting of computer
Day : 2	<ul style="list-style-type: none"> • Application of computer • Parts of computer • Basic handling of computer
Day : 3	<ul style="list-style-type: none"> • Input devices of the Computer • Files of the computer • Folder of the computer • Directory of the computer
Day : 4	<ul style="list-style-type: none"> • Output Devices of the Computer • Cut, Copy, Paste of the files/folder • Create and Rename of files/folder
Day : 5	<ul style="list-style-type: none"> • Memory devices of the Computer • Control Panel • Account Settings
Day : 6	<ul style="list-style-type: none"> • Types of computer • Application/software of computer • Web Searching • Downloading/Save from Internet
Day : 7	<ul style="list-style-type: none"> • Memory units • Types of memory • Concept of capacity and units of memory • Gmail Basics (create, password set/reset, settings) • Social Networking Sites
Day : 8	<ul style="list-style-type: none"> • Useful accessories of Windows • Paint • Calendar • Calculator • MS Picture Manager & Many more.....
Day : 9	<ul style="list-style-type: none"> • Introduction to MS Word • Working with document • Cut, Copy & Paste commands • Home menu (create, open & save) • Insert menu (Elements in to File)
Day : 10	<ul style="list-style-type: none"> • Working with Tables • File formatting • Paragraph formatting • Page Layout • Page setup

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar Pareek





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	<ul style="list-style-type: none">• Word Art• Thesaurus• Spelling & Grammar
Day : 11	<ul style="list-style-type: none">• Introduction to MS Excel• Working with the Sheets (Workbook)• File Save, Open & Save As• Basic of MS Excel (Excel Window)• Value insertion into cell• Home menu basics• Fonts• Alignment• Number
Day : 12	<ul style="list-style-type: none">• Insert menu• Tables• Charts• Header & footer• Page setup• Formula
Day : 13	<ul style="list-style-type: none">• Introduction to MS PowerPoint• Handling of Presentation (ppt/pptx)• Create, Open, Save & Save As ppt/pptx• Fonts• Paragraph• Symbols• Shape formatting
Day : 14	<ul style="list-style-type: none">• Picture• Clip Art• Shape• Charts• Date & Time• Slide number• Design• Animation• Slide show
Day : 15	<ul style="list-style-type: none">• Threats & Security Basics• Virus• Worms• Trojan horse• Fishing• Spam & Junk• Antivirus• Firewall

Bresh
(Principal)
Principal
Signature valid
Smt. Kamla Devi Gauridutt Mittal
MRITUNJAY KUMAR PAREEK
10/06/2023 10:02:07
Digital Signature of Mr. Mritunjay Kumar Pareek



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

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Tel. & Fax : 01561-250200
Web : www.mgcsrdr.com
Email : officekdgd@gmail.com

CERTIFICATE COURSE ON DIGITAL MARKETING

In Present Scenario Knowledge Of Digital Marketing Becomes Essential To Stay Competitive Where Every Type Of Product Sold Online So This Program Will Prove To Be Very Useful For Students.

Date-02Nov.-2019


✓ The Course Is Free For Students Of SMT.KDGD MITTAL MAHILA MAHAVIDHALAYA.

✓ Duration of the course:- 30hrs (2hrs/day)


✓ Certificate will be issued to the students after completion of course.

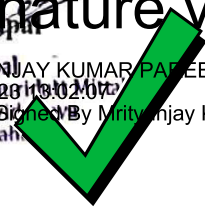
➤ **Course module—**

1. Search engine optimization.
2. Social media marketing
3. Content marketing
4. Email marketing
5. Web designing
6. Attraction marketing
7. Online advertizing
8. Mobile marketing


Course coordinator
(Smt. Harsha Soni)

Signature valid


Mritunjay KUMAR PAREEK
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar
Dec 2019
Signed By Mritunjay Kumar ParEEK





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya Sardarshahar - 331403 (Raj.)

M:- 9461813058 Web- www.mgcsrdr.com, Email:- officekdgd@gmail.com



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

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Tel. & Fax : 01561-220200
Web : www.mgcsrdr.com
Email : officekdgd@gmail.com

CERTIFICATE COURSE ON DIGITAL MARKETING

Date-16 Nov.-2021

In Present Scenario Knowledge Of Digital Marketing Becomes Essential To Stay Competitive Where Every Type Of Product Sold Online So This Program Will Prove To Be Very Useful For Students.

- The Course Is Free For Students Of SMT. KDGD MITTAL MAHILA MAHAVIDHALAYA.
- Duration of the course:- 30hrs (2hrs/day)
- Certificate will be issued to the students after completion of course.

➤ Course module—

- ✓ Search engine optimization.
- ✓ Social media marketing
- ✓ Content marketing
- ✓ Email marketing
- ✓ Web designing
- ✓ Attraction marketing
- ✓ Online advertizing
- ✓ Mobile marketing

Course coordinator
(Smt. Harsha Soni)

Principal
Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mrityunjay Kumar
Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

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Tel. & Fax : 01564-220200
Web : www.mgcsrdr.com
Email : officekdgd@gmail.com

CERTIFICATE COURSE ON DIGITAL MARKETING

Date-02 Nov.-2022

In Present Scenario Knowledge Of Digital Marketing Becomes Essential To Stay Competitive Where Every Type Of Product Sold Online So This Program Will Prove To Be Very Useful For Students.

The Course Is Free For Students Of SMT.KDGD MITTAL MAHILA MAHAVIDHALAYA.

Duration of the course:- 30hrs (2hrs/day)

Certificate will be issued to the students after completion of course.

Course module—

- Search engine optimization.
- Social media marketing
- Content marketing
- Email marketing
- Web designing
- Attraction marketing
- Online advertizing
- Mobile marketing

Course coordinator
(Smt. Harsha Sont)

Principal

Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar

MRITYUNJAY KUMAR PAREEK

10.06.2023 13:02:07

Digitally Signed By Mrityunjay Kumar Pareek

Pareek

Signature valid





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya Sardarshahar - 331403 (Raj.)

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Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

Sponsored by Mittal Charities, Mumbai
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Tel. & Fax : 01564-280300
Web : www.mgcsrdr.com
Email : officekdgd@gmail.com

CERTIFICATE COURSE ON SPOKEN ENGLISH

Date-11 Nov.2019

The Course Is Free For Students Of SMT.KDGD MITTAL MAHILA MAHAVIDHALAYA.


Duration of the course:- 30hrs (1hrs/day)

Certificate will be issued to the students after completion of course.

➤ Course module —

- ✓ ENGLISH LANGUAGE DEVELOPMENT READING, LISTENING, SPEAKING, WRITING
- ✓ DAILY NEWS ANALYSIS
- ✓ CORRECT USAGES OF GRAMMAR
- ✓ GLOBAL ACCENT
- ✓ ACTIVITY BASED CLASSES
- ✓ AUDIO AND VIDEO
- ✓ VOCABULARY
- ✓ GROUP DISCUSSION
- ✓ BODY LANGUAGE
- ✓ EXTEMPORE
- ✓ BUSINESS WRITING SKILL
- ✓ COMMUNICATION DEVELOPMENT
- ✓ INTERVIEW PREPARATION


Course coordinator
(Ashwini Sharma)


Principal
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar

Signature valid

MRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mritunjay Kumar
Pareek





Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar - 331403 (Raj.)

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Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

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Tel. & Fax : 01564-220200
Web : www.mgcsrdr.com
Email : officekdgd@gmail.com

CERTIFICATE COURSE ON SPOKEN ENGLISH

Date-08 Nov 2021

*The Course Is Free For Students Of SMT.KDGD MITTAL MAHILA
MAHAVIDHALAYA.*

Duration of the course:- 30hrs (1hrs/day)

Certificate will be issued to the students after completion of course.

➤ **Course module—**

- ✓ ENGLISH LANGUAGE DEVELOPMENT READING, LISTENING, SPEAKING, WRITING
- ✓ DAILY NEWS ANALYSIS
- ✓ CORRECT USAGES OF GRAMMAR
- ✓ GLOBAL ACCENT
- ✓ ACTIVITY BASED CLASSES
- ✓ AUDIO AND VIDEO
- ✓ VOCABULARY
- ✓ GROUP DISCUSSION
- ✓ BODY LANGUAGE
- ✓ EXTEMPORE
- ✓ BUSINESS WRITING SKILL
- ✓ COMMUNICATION DEVELOPMENT
- ✓ INTERVIEW PREPARATION


Course coordinator
(Ashwini Sharma)


Signature valid
Principal
MRITYUNJAY KUMAR PAREEK
10.06.2021 13:02:07
Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya Sardarshahar - 331403 (Raj.)

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Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
Sardarshahar – 331403, Churu (Rajasthan)

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Tel. & Fax : 01564-230200

Web : www.mgcsrdr.com

Email : officekdgd@gmail.com

CERTIFICATE COURSE ON COOKING (RAJASTHANI AND GUJRATI)

Date of starting -12/11/2021

- THE COURSE IS FREE FOR STUDENTS OF SMT. KDGD MITTAL MAHILA MAHAVIDHALAYA.
- DURATION OF THE COURSE- 30 HRS
- CERTIFICATE WILL BE ISSUED TO THE STUDENTS AFTER COMPLETION OF COURSE.

Course Module :-

RAJASTHANI –

- ✓ SANGARI KI SABJI AND BAJRE KI ROTI
- ✓ DAL BATI CHURMA
- ✓ GATTE KI SABJI
- ✓ DIFFERT TYPES OF PICKLE
- ✓ DAL AND ONION KACHORI
- ✓ MIRCH VADA
- ✓ MOONG DAL HALAWA

GUJRATI-

- ✓ DAL DHOKLI
- ✓ THEPALS
- ✓ FAFADA
- ✓ KHANDVI
- ✓ KHAKRA
- ✓ DABELI

Course Coordinator

Signature valid

MIRITYUNJAY KUMAR PAREEK
10.06.2023 13:02:07
Digitally Signed By Mirityunjay Kumar
Pareek
Smt. Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar



Smt. Kamla Devi Gauridutt Mittal Mahila Mahavidyalaya
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Sardarshahar – 331403, Churu (Rajasthan)

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Tel. & Fax : 01564-220200
Web : www.mgcsrdr.com
Email : officekdgd@gmail.com

**CERTIFICATE COURSE ON COMPUTER BASED
ACCOUNTANCY**

Date of starting-17/11/2021


- THE COURSE IS FREE FOR STUDENTS OF SMT. KDGD MITTAL MAHILA MAHAVIDHALAYA.
- DURATION OF THE COURSE- 30 HRS
- CERTIFICATE WILL BE ISSUED TO THE STUDENTS AFTER COMPLETION OF COURSE.

COURSE OBJECTIVE-

- ✓ TO PROVIDE AN OVERVIEW OF BASIC ACCOUNTING PRINCIPLES AND CONCEPTS.
- ✓ TO INTRODUCE STUDENTS TO THE ACCOUNTING CYCLE AND ACCOUNTING TERMINOLGY.
- ✓ TO ENABLE STUDENTS TO PREPARE FINCIAL STATEMENTS.

COURSE MODULE-

- INTRODUCTION COMPUTERIZED ACCOUNTING.
- COMPUTERIZED ACCOUNTING SOFTWARE.
- CREATING A CORPORATION IN COMPUTERIZED ACCOUNTING SOFTWARE.
- RECORDING TRANSACTIONS.
- LEDGERS AND JOURNAL ENTRIES.
- ACCOUNTING CYCLE.
- INCOME STATEMENT AND BLANCE SHEET PREPARATION.
- Introduction to accounting principles


COURSE COORDINATOR

Signature valid

MRITYUNJAY KUMAR PAREEK
17/11/2021 13:02:07
Digitally Signed By Mrityunjay Kumar
ParEEK
Smt Kamla Devi Gauridutt Mittal
Mahila Mahavidyalaya
Sardarshahar