FACT SHEET JULY 2019

IT- Training / Facilitation:

A session organized with TFEC IT-students regarding their course content and cover of syllabus. Short training organized with students on different courses as under:

- Typing skills Urdu/ English
- MS Word Formatting/editing /printing/ techniques.
- MS Excel worksheet creating/ data entry/ formatting/ Formulas/charts/ printing etc.
- MS. Power Point developing slides/ editing/ customizing/ designing.
- In page Urdu/English Typing Urdu Paragraph /importing/exporting/ printing.
- Session conducted about hacking software.
- Session is conducted hardware parts of computer to students.
- Photocopying /printing techniques.




Certificate Distribution Ceremony





