

## Report on Computing Skills

2016 - 2017

To create better job opportunities, free computer training was arranged for all the I year and II year students except BCA and BSC Computer Science students. This is the new initiative in this academic year. Three hours per week were allotted for this programme. The syllabus was prepared by Mr.L.Selvam, the Vice-Principal and Mr.P.Peter Jose, the Head of the Department of Computer Applications. Students were taught how to create documents, how to edit text with a view of identifying grammatical errors and how to perform automatic corrections. They learnt how to type using typing tutor software. The students were trained to use Internet responsibly and usefully. The classes would certainly prepare them for a great future. 816 students participated.



*h J J*  
Principal  
**PRINCIPAL  
LOYOLA COLLEGE,  
Olalpadi  
Yettavaiam - 606 754  
Tiruvannamalai Dist.**