ABOUT THE COLLEGE

PRABHAT KUMAR COLLEGE, CONTAI is the oldest College of Purba Medinipur District, West Bengal, India. It was established on *July 15, 1926* as an Arts College under the University of Calcutta. In 1985, the College got affiliated to Vidyasagar University. The Institution has been accredited and re-accredited by the NAAC in 2007 and in 2015, respectively. The college has also been awarded the status of *"College with Potential for Excellence (CPE)"* by the UGC in 2016. Presently, more than seven thousand students are studying in UG, PG and B.Ed. Sections. The College has established two Research Centres under the aegis of Vidyasagar University with an object to undertake and promote sound and original research activities in the disciplines of '*Humanities and Social Sciences'* and '*Natural Sciences*', leading to award of Ph.D. Degree. The prime objective of the College is to ensure academic excellence, and shine in research activities as well.

PRESIDENT
Dr. Amit Kumar De
Principal
Prabhat Kumar College, Contai

SECRETARY
Dr. Pradipta Panchadhyayee
Associate Professor, Department of Physics (UG & PG),
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TECHNICAL SUPPORT TEAM
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Training Manager, West Bengal
Spoken Tutorial, IIT Bombay - NMEICT, MoE, GoI
Mobile No.: 8100526700

ABOUT SPOKEN TUTORIAL (IIT BOMBAY)

IIT Bombay has started many initiatives under the NMEICT Scheme of MoE, Govt. of India (GoI) to provide ICT enabled computer-based learning. One of the leading initiatives taken by IIT Bombay is Spoken Tutorial (ST) Project which is a part of "Talk to A Teacher" Project. Through this ST Project, IIT Bombay has trained lakhs of students and faculties on various ICT based topics, courses and programmes across the Country. The Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching (PMMMNMTT) is another most effective initiative of MHRD, GoI, and it combines both T10KT and ST Project to provide training to students and faculties in blended mode on a large-scale.

REGISTRATION LINK

For registration please visit the following link
https://forms.gle/HqsgdDTdRn3Yv4iJ6

Kindly join the WhatsApp group by clicking on the following link for technical support and other update
https://chat.whatsapp.com/JyUwZPpRWyb4uaJcLuA4wp

One Week Online Training Program
on
LibreOffice
Organized by
Internal Quality Assurance Cell
Prabhat Kumar College, Contai
In Association with
Spoken Tutorial, IIT Bombay
NMEICT, MoE, Govt. of India

Under the aegis of The Pandit Madan Mohan Malaviya National Mission on Teachers and Teaching Scheme (PMMMNMTT)

From 24th January to 30th January, 2021

IMPORTANT DATES

Registration Starting Date	: 14th January, 2021
Registration Closing Date	: 23rd January, 2021
Program Starting Date	: 24th January, 2021
Program Ending Date	: 30th January, 2021

MODE OF CONDUCTION

It is a completely MOOC based and self-paced learning programme. The programme will be managed and controlled by Spoken Tutorial, IIT Bombay.

REQUIREMENTS

- Participants should be the students and faculties of Prabhat Kumar College, Contai
- Number of seats are limited and the selection criteria strictly depend on "first come, first served" basis.
- Participants must have a Computer or Laptop (preferred) or Smart-phone with stable internet connection.

FEE DETAILS

This Training Program is only for the students and faculties of Prabhat Kumar College, Contai.

No Registration Fee is required for this Training Program. It is completely free of cost.

FOR FURTHER DETAILS CONTACT

Mr. Farid Uddin Masud
Training Manager, West Bengal
Spoken Tutorial, IIT Bombay
NMEICT, MoE, GoI
+91 8100526700

TARGET PARTICIPANTS

This Training Program is only for the students and faculties of Prabhat Kumar College, Contai.

CERTIFICATE

All the participants will be provided E-certificate of Participation on completion of the programme (after 10 days from the date of completion of the program).

Libreoffice Introduction

LibreOffice is a powerful free and open source personal productivity suite for Windows, Macintosh and GNU/Linux OS.

It gives you six feature-rich applications for all your document production and data processing needs: Writer, Calc, Impress, Draw, Math and Base.

These tools are supported and documentation is free from a large, dedicated community of users, contributors and developers. The comparison with Microsoft office suite would be as follows:

- Writer = Word
- Calc = Excel
- Base = Access
- Impress = PowerPoint

It also offers Draw, a program the lets you build sketches and diagrams and Math an equation editor.

Features

*LibreOffice is a comprehensive, professional quality productivity suite available for free.
*It is available in more than 30 languages and for all major operating systems, including Microsoft Windows, Mac OS X and GNU/Linux.
*It's free & requires no license costs or annual fees.
*It has no language barriers- It's available in a large number of regional languages.
*Public license- use it, customize it, hack it and copy it.

* LibreOffice suite gives you high quality & very proffesional tools.
* Simple-to-use yet powerful interface that is easy to personalize.
* It is designed to be compatible with other major office suites.
* It is compatible with all popular file formats like doc, docx, xls, xlsx, ppt, pptx

What Libreoffice offers

Writer

This is the word processor component of LibreOffice suite. This is a handy tool for drafting a letter to producing an entire book with tables of contents, illustrations and diagrams. It gives you the option of auto-completion, auto-formatting and automatic spell check while you type.

Calc

Calc is the spreadsheet management tool of LibreOffice Suite. It helps in managing your numbers and data effeciently. Analyze your data with Calc and then use it to present your final output. A fully-integrated help system makes easier work of entering complex formulae.

Impress

This is the fastest and easiest way to create effective multimedia presentations. You can incorporate animation and special effects in your presentation using Impress.

Draw

Draw lets you build diagrams and sketches from scratch. A picture is worth a thousand words, so why not try something simple with box and line diagrams? easily createlowcharts, route maps & other such basicdiagrams. Or else go further and easilybuild dynamic 3D illustrations with special effects.

Base

This is the database front end of the LibreOffice suite. With Base, you can seamlessly integrate your existing databasestructures into the other components of LibreOffice, or create an interface to use and administer your data as a stand-alone application.

Math

It is a simple equation editor that lets you layout and display your mathematical, chemical, electrical or scientific equations quickly, in standard written notation. Even the most- complex calculations can be understood, when displayed correctly.