

**RRDS GOVT. DEGREE COLLEGE, BHIMAVARAM, W.G.Dt, A.P**

(Affiliated to Adkavi Nannayya University, Rajamahendravaram)

Estd:1972

☎ 08816-223458

🌐 [www.rrdsgcd.ac.in](http://www.rrdsgcd.ac.in)



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☎ AISHE:C-24023

📧 [gdcbhimavaram.jkc@gmail.com](mailto:gdcbhimavaram.jkc@gmail.com)

Department of Computer Science

2022-23

CERTIFICATE PROGRAMES

Name of the Programme : **Fundamentals of Computer and Photoshop**

Duration : 31 hours

No of Students Enrolled : 30

Starting Date : 1.12.2022

Ending Date : 30.12.2022

Faculty /Resource Persons : **N.Malleswari**

Lecturer in Computer Science

RRDS Govt Degree College

Bhimavaram



*N.Malleswari*  
PRINCIPAL

R.R.D.S. Govt. Degree College  
BHIMAVARAM-534 202.

# RRDS GOVT. DEGREE COLLEGE

## DEPARTMENT OF COMPUTER SCIENCE

Certificate Programme in Fundamentals of Computer and Photoshop

For the Academic Year 2022-2023

Started From 01.12.2023 to 30.08.2023

### Students Enrolled

S.NO	Name of the student	Regd.No	Class & Group	Signature
1	M S N S Bhavani Prasad	203128200012	III BCOM	M.S.N.S.B.Prasad
2	B Karthik	203128200003	III BCOM	B. Karthik
3	P Lalitha	203128200019	III BCOM	P. Lalitha
4	T Anitha	203128200021	III BCOM	T. Anitha
5	T Harshitha	203128200022	III BCOM	T. Harshitha
6	V Padmavathi	203128200023	III BCOM	V. Padmavathi
7	V S S K N Mallaiiah	203126203019	III BA	V. SSK N Mallaiiah
8	Kolli Pavani	213126203009	I BA	K. Pavani
9	Pothuboyina Naga Gopi Raju	213126203017	I BA	P.N.G. Raju
10	Yeddu Gowri Mahesh	213126203024	I BA	Y. G. Mahesh
11	B Likhitha	213127102002	II BCOM	B. Likhitha
12	G L S D Bhavani	213127102007	II BCOM	G. L. S. D. Bhavani
13	P Aadi Lakshmi	213127102012	II BCOM	P. Aadi Lakshmi
14	P Bala Sai	213127102013	II BCOM	P. Bala Sai
15	T Pandu ranga	213127102016	II BCOM	T. Pandu Ranga
16	A Venkata Lakshmi	213127102002	II MPC	A. V. Lakshmi
17	A Poomina	213127102004	II MPC	A. Poomina
18	P Sabitha	213127102009	II MPC	P. Sabitha
19	V Hema Naga Durga	213127102011	II MPC	V. Hema Naga Durga
20	K Vijay	213127110018	II BZC	K. Vijay
21	SK Roshan	213127110026	II BZC	SK. Roshan
22	B Sirisha	213127110016	II BZC	B. Sirisha
23	D Bhavaya sri	2231126240003	I BA	D. Bhavaya sri
24	D Elisha	2231126240004	I BA	D. Elisha
25	B Chiranjeevi	223128200001	I BCOM	B. Chiranjeevi
26	k Jyothi	223128200010	I BCOM	K. Jyothi
27	B Prasanth	2231227102002	I MPC	B. Prasanth
28	K keerthi Sri	2231227102004	I MPC	K. Keerthi Sri
29	B L M Lakshmi	2231227102003	I MPC	B. L. M. Lakshmi
30	T Sravani	2231227102007	I MPC	T. Sravani



Principal  
R.R.D.S. Govt. Degree College  
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2022-2023

Certificate Programme in Fundamentals of Computer and Photoshop 13

Sl. No	University Regd. No.	Name of the student	Class	HOURS-8			HOURS-9			HOURS-10			HOURS-11			HOURS-12			HOURS-13			HOURS-14		
				DATE	TIME	MARK	DATE	TIME	MARK	DATE	TIME	MARK	DATE	TIME	MARK	DATE	TIME	MARK	DATE	TIME	MARK	DATE	TIME	MARK
1	2021818200012	M. S.N.S. Bhavani Arund	II BSc			P			P															
2	2021818200013	B. Karthik	II BSc			P			P															
3	2021818200014	P. Lakshmi	II BSc			P			P															
4	2021818200015	T. Anitha	II BSc			P			P															
5	2021818200016	T. Harshitha	II BSc			A			P															
6	2021818200017	V. Subramani	II BSc			P			P															
7	2021818200018	V. S.S.K.N. Halleliah	II BSc			P			P															
8	2021818200019	Kalif. Ramani	II BSc			P			P															
9	2021818200020	P. Naga. Deep. Priya	II BSc			P			P															
10	2021818200021	Y. Gowri. Harshitha	II BSc			P			P															
11	2021818200022	B. Lakshmi	II BSc			P			P															
12	2021818200023	G.J.S.D. Bhavani	II BSc			P			P															
13	2021818200024	P. Sadi. Lakshmi	II BSc			P			P															
14	2021818200025	P. Anitha	II BSc			P			P															
15	2021818200026	T. Anitha. Anitha	II BSc			P			P															
16	2021818200027	A. Venkata. Lakshmi	II BSc			P			P															
17	2021818200028	A. Anitha	II BSc			P			P															
18	2021818200029	P. Anitha	II BSc			P			P															
19	2021818200030	V. Harshitha. Anitha	II BSc			P			P															
20	2021818200031	K. Vijay	II BSc			P			P															
21	2021818200032	S.K. Anitha	II BSc			A			P															
22	2021818200033	A. Anitha	II BSc			P			P															
23	2021818200034	D. Anitha. Anitha	II BSc			P			P															
24	2021818200035	P. Anitha	II BSc			A			P															
25	2021818200036	B. Chiranjeevi	II BSc			P			P															
26	2021818200037	K. Tyath	II BSc			P			P															
27	2021818200038	B. Ananth	II BSc			P			P															
28	2021818200039	K. Keerthi. Anitha	II BSc			A			P															
29	2021818200040	B.L.M. Lakshmi	II BSc			P			A															
30	2021818200041	T. Anitha	II BSc			P			P															

12-12-2022 (AN)

13-12-2022 (AN)

14-12-2022 (AN)

15-12-2022 (AN)

16-12-2022 (AN)

17-12-2022 (AN)

18-12-2022 (AN)

19-12-2022 (AN)

20-12-2022 (AN)

21-12-2022 (AN)

Archive, Move, Undo, Redo, Copy, Paste, Cut, Delete, Select, Deselect, Control Panel.

Opening & Saving a document in Photoshop.

Photoshop program window - Title bar, Menu bar, Standard toolbar, Properties palette, Layers palette, Tools palette, Status bar.

File, Edit, Image, Layer, Select, Filter, Window, Help.

Working with groups, layers, text, selection, image editing.









S.No.	University Regd. No.	Name of the Student	Class	Houn-29			Houn-30			Houn-31		
				Att	Mid	Exam	Att	Mid	Exam	Att	Mid	Exam
1	222128800012	MSNS. Braava Devi	III Bcom			P					P	
2	222128800023	B. Janthrik	III Bcom			P					P	
3	222128800019	P. Lalitha	III Bcom			P					P	
4	222128800021	T. Aditha	III Bcom			A					P	
5	222128800028	T. Hivalitha	III Bcom			P					A	
6	222128800023	V. Padmavathi	III Bcom			P					A	
7	222128800019	V.G.S.K.M. Mallesh	III Bcom			A					P	
8	222128800019	Kallu. Anand	II B.A			P					P	
9	222128800028	P. Ganaga. Anil Raju	II B.A			P					P	
10	222128800024	Y. Ganga. Mahesh	II B.A			P					A	
11	222128800023	B. Lakshita	II Bcom			P					A	
12	222128800027	G.L.S. D. Braavari	II Bcom			P					P	
13	222128800022	P. Anil Lakshmi	II Bcom			P					P	
14	222128800023	P. Balaji	II Bcom			A					A	
15	222128800021	T. Sandya Ranga	II Bcom			P					P	
16	222128800022	A. Venkata Lakshmi	II Bcom			P					P	
17	222128800024	A. Praveena	II Bcom			P					P	
18	222128800023	P. Sahitha	II Bcom			P					P	
19	222128800021	V. Harsha Naga Durga	II Bcom			P					A	
20	222128800018	K. Vijay	II Bcom			P					P	
21	222128800026	Ak. Roshan	II Bcom			P					P	
22	222128800016	B. Srihitha	II Bcom			A					T	
23	222128800023	D. Braava Sri	I B.A			P					P	
24	222128800011	D. Srihitha	I B.A			A					A	
25	222128800001	B. Chiranjeevi	I Bcom			A					P	
26	222128800016	K. Jagathi	I Bcom			P					T	
27	222128800002	B. Prasanth	I Bcom			A					P	
28	222128800004	K. Anitha Sri	I Bcom			A					T	
29	222128800003	B.L.M. Lakshmi	I Bcom			P					A	
30	222128800007	T. Sowani	I Bcom			P					A	



*V. Chiranjeevi*  
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# RRDS GOVT. DEGREE COLLEGE

BHIMAVARAM-534202, WEST GODAVARI DISTRICT, ANDHRA PRADESH

(Estd. 1972 - Affiliated to **Nannaya University** - Accredited by NAAC)

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mail: [gdcbhimavaram.jkc@gmail.com](mailto:gdcbhimavaram.jkc@gmail.com)

Phone: 08816-223458

**PRINCIPAL(FAC): Dr.VKJ Prasuna**  
M.Com,Ph.D



DATE: 07.02.2022

Department of Computer Science

2021-22

**CERTIFICATE PROGRAMES**

Name of the Programme : MS-Office

Duration : 31 hours

No of Students Enrolled : 25

Starting Date : 16.02.2022

Ending Date : 26.03.2022

**Faculty /Resource Persons : M.Venkatesh**

Lecturer in Computer Science

RRDS Govt Degree College

Bhimavaram



*V.K.J. Prasuna*  
**PRINCIPAL**  
R.R.D.S.Govt. Degree College  
BHIMAVARAM-534 202



RRDS GOVERNMENT DEGREE COLLEGE, BHIMAVARAM

Department of Computer Science

2021-2022

Certificate Programme in MS-Office

Started From 16/2/2021 To 26/3/2022

Students Enrolled

S.NO	Name of the student	Regd.No	Class & Group	Signature
1	V S S K N Mallaiah	203126203019	II BA	V S S K N Mallaiah
2	Adidala Asha Jyothi	203126203001	II BA	Adidala Asha Jyothi
3	Bommavarapu Sindhu	203126203003	II BA	B. Sindhu
4	Dasari Ajay Kumar	203126203004	II BA	D. Ajay Kumar
5	Pampana Sri Aswini	203126203014	I BA	Pampana Sri Aswini
6	Manda Vijaya Pradeepthi	213126203015	I BA	M.V.Pradeepthi
7	Pothuboyina Naga Gopi Raju	213126203017	I BA	P.N.G. Gopi Raju
8	Singidi Satish	213126203018	I BA	S. Satish
9	Kolli Pavani	213126203009	I BA	K. Pavani
10	Yeddu Gowri Mahesh	213126203024	I BA	Y.G. Mahesh
11	A Poornima	213127102004	I MPCs	A. Poornima
12	P Sabhitha	213127102009	I MPCs	P. Sabhitha
13	V Hema Naga Durga	213127102011	I MPCs	V. Hema Naga Durga
14	B Kanchana	213127110015	I BZC	B. Kanchana
15	B Sirisha	213127110016	I BZC	B. Sirisha
16	D Nirmala Kumari	213127110017	I BZC	D. Nirmala Kumari
17	K Vijay	213127110018	I BZC	K. Vijay
18	K Roopesh	213127110019	I BZC	K. Roopesh
19	M Devi Supriya	213127110020	I BZC	M. Devi Supriya
20	M Harika	213127110021	I BZC	M. Harika
21	N Mahalakshmi	213127110022	I BZC	N. Mahalakshmi
22	B Likhita	213127102002	I BZC	B. Likhita
23	B Bhagya Sri	213127102003	I BCOM	B. Bhagya Sri
24	P Bala Sai	213127102013	I BCOM	P. Bala Sai
25	G L S D Bhavani	213127102007	I BCOM	G.L.S.D. Bhavani



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*V. K. Prabhakara*  
PRINCIPAL  
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BHIMAVARAM-534 202







2021-22

Certificate Programme in MS-Office

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Sl. No	University Reg. No	Name of the Student	Class	Day-9		Day-10		Day-11	Day-12	Day-13	Day-14	Day-15	Day-16
				Date	Topic	Topic	Date	Topic	Date	Topic	Date	Topic	Date
1	203126203019	VSSKN Malliah	ITBA		P			P	P	P	P	P	P
2	203126203001	Adidala Asha Jyothi	ITBA		P			A	P	P	P	P	P
3	203126203003	Bommalatoru Sindu	ITBA		P			P	P	P	P	P	P
4	203126203004	Dasari Ajay Kumar	ITBA		A			P	P	A	P	A	P
5	203126203014	Pampala Sri Anurini	ITBA		P			P	A	P	A	P	P
6	203126203015	Munda Vijaya Pradeep Kumar	ITBA		P			A	P	P	P	Lab	P
7	203126203017	Singidi Sathish	ITBA		P			P	P	P	P	P	P
8	203126203018	Kollu Pavani	ITBA		P			P	A	P	A	P	P
9	213126203009	Yeddu Gowri Mahesh	ITBA		A			P	P	P	P	P	P
10	213126203024	P. Pournim	ITBSC		P			P	P	P	P	P	P
11	213127102004	P. Sabitha	ITBSC		P			P	P	P	P	P	P
12	213127102009	V. Hema Naga Deepa	ITBSC		P			P	P	P	P	P	P
13	213127102011	Bhanchana	ITBZC		P			A	P	P	P	P	P
14	213127102015	B. Srissha	ITBZC	25-2-2022	A			P	P	P	P	P	P
15	213127102016	M. Nymala Kumari	ITBZC	26-2-2022	P			P	P	P	P	P	P
16	213127102017	K. Vijay	ITBZC		A			P	P	P	P	P	P
17	213127102018	K. Ramesh	ITBZC		P			P	P	P	P	P	P
18	213127102019	M. Devi Supriya	ITBZC		P			P	P	P	P	P	P
19	213127102020	M. Harika	ITBZC		P			P	P	P	P	P	P
20	213127102021	N. Maha Lakshmi	ITBZC		A			P	P	P	P	P	P
21	213127102022	Devi Jayanagar Devi	ITBZC		P			P	P	P	P	P	P
22	213127102023	B. Lakshmi	ITBZC		P			P	P	P	P	P	P
23	213127102023	S. Bhagya Sri	ITBZC		P			P	P	P	P	P	P
24	213127102023	P. Bela Sai	ITBZC		A			P	P	P	P	P	P
25	213127102027	G. S. Bhavani	ITBZC		P			A	P	P	P	P	P

Find & Replace, Lab.

Revision of Object, Headers & Footers, Lab.

28-2-2022

Page Formatting, Auto Correct, Lab.

2-3-2022

Auto-Correct, Spelling & Grammar, Lab.

3-3-2022

Mail-Merge, Macros, Lab.

4-3-2022

Features of Spread sheet, Lab.

5-3-2022

Workbook, cell-parts of a window, Lab.

7-3-2022

Printing, Closing, Opening of a work book, Lab.

8-3-2022

Printing, Closing, Opening of a work book, Lab.

9-3-2022

Printing, Closing, Opening of a work book, Lab.

10-3-2022

Printing, Closing, Opening of a work book, Lab.

11-3-2022

Printing, Closing, Opening of a work book, Lab.

12-3-2022

Printing, Closing, Opening of a work book, Lab.







2021-2022

Certificate Programme

in MS-OFFICE

S.No	University Regd. No.	Name of the Student	Class	Day-25		Day-26		Day-27		Day-28		Day-29		Day-30		Day-31	
				Topic	Practical	Topic	Practical	Topic	Practical	Topic	Practical	Topic	Practical	Topic	Practical	Topic	Practical
1	203126203019	VSSKM Mallaviah	IBA	Access database, Lab	P												
2	203126203001	Adidata Asha Jyothi	ITBA		P												
3	203126203003	Gommanabapu Sindu	ITBA		P												
4	203126203004	Darini Ajay Kumar	ITBA		P												
5	203126203014	Pampana Sri Acwini	ITBA		P												
6	203126203015	Murda Vijaya Pradeepthi	ITBA		P												
7	203126203017	Pothuboyina N.V. Raju	ITBA		P												
8	203126203018	Srijithi Sathish	ITBA		P												
9	203126203007	Kelli Praveeni	ITBA		P												
10	203126203024	Yeddu Gowri Mahesh	ITBA		P												
11	203126203024	A. prannima	ITBSC		P												
12	213127102009	P. Subitha	ITBSC		P												
13	213127102011	V. Uma Raje Durga	ITBSC		P												
14	213127102015	B. Kiranika	ITBZC		P												
15	213127110016	B. Srischa	ITBZC		P												
16	213127110017	D. Nirmala Kumari	ITBZC		P												
17	213127110018	K. Vijay	ITBZC		P												
18	213127110019	K. Ramesh	ITBZC		P												
19	213127102020	M. Devi Suresh	ITBZC		P												
20	213127110021	M. Harika	ITBZC		P												
21	213127102022	N. Maha Lakshmi	ITBZC		P												
22	213127102023	B. Liffha	ITBGM		P												
23	213127102023	B. Bhagya Sri	ITBGM		P												
24	213127102023	P. Balu Sai	ITBGM		P												
25	213127102027	HSID Bhanu	ITBGM		P												



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**VICTORADNA**  
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