



Date: 02-06-2022

Nagindas Khandwala College (Autonomous)

Notice for Second Year BA, BAMMC Students

Online IT Training by NKC with ICAI

Nagindas Khandwala College and The Institute of Chartered Accountants of India (ICAI) are jointly offering an online Certificate Course in Skill Development for our students, starting from June 13, 2022 onwards. For hands on practice students need to work on laptop or work on computers in the computer labs at college. Khandwala College will grant 4 credits on successful completion of this course.

Cost per student will be Rs. 1,200, which has to be paid online. Enrolment to the course will be **compulsory**. Attendance on all 20 days is mandatory. Credits will not be granted if a class is missed even on a single day.

Students having laptop can join this online course from home, and students who do not have access to any computer will have to be at college computer lab, where hands on training will be organised in batches formed by college. Batches for this course will be formed on first come first served basis.

For Registration click on this link:

<https://forms.gle/o45Dtzqa2hU5apQW9>

For the ONLINE payment: Follow the steps given below.

Step-1: The student management system software can be accessed at the following link

<http://cimsstudent.mastersofterp.in/>

Step-2:(If not registered, site will prompt you to register. Previously registered students can login).

Use student's Username / Password to login and student will be taken to User Profile.

Step-3: Click on the left side (Option Menu) → Payable Fees → Course (Semester)

Step-4: Click on the **PAY NOW** button and student will be re-directed to <https://www.feepayr.com/>. On this site, Select → Institute type → College, and use mobile number registered to receive OTP and proceed for payment.

OR

<https://www.feepayr.com/>

On this site,

Select →Institute type → College, and use mobile number registered to receive OTP and proceed for payment.

Fees Payable: Rs. 1,200

Payment Start Date: June 3, 2022

Details of the Course are as follows:

SESSION NO	Topic	No. of Session	Duration
13-06-2022	Business Communications	1	3hrs
2	Team Work	1	3hrs
3	LEADERSHIP SKILL	1	3hrs
4	Personality Development	1	3hrs
5	Social & Business Etiquette	1	3hrs
6	Public Speaking	1	3hrs
7	Powerpoint Presentation	2	3hrs
8	Powerpoint Presentation		3hrs
9	Word Processor	2	3hrs
10	Word Processor		3hrs
11	Introduction to Database Management	3	3hrs
12	Introduction to Database Management		3hrs
13	Introduction to Data Analytics		3hrs
14	Essentials of EXCEL	5	3hrs
15	Essentials of EXCEL		3hrs
16	Essentials of EXCEL		3hrs
17	Essentials of EXCEL		3hrs
18	Essentials of EXCEL		3hrs
19	Cyber Security	1	3hrs
20	Smart work life balance	1	3hrs

V. Ainapure

CA Dr. Varsha Ainapure

Convener, Curriculum Enrichment Committee