



**GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALAYA, KAWARDHA**

**Kawardha, Dist:- Kabirdham, Chhattisgarh**

**Registered Under Section 2(F) of UGC Act**

**Affiliated to Hemchand Yadav University, Durg (C.G.)**

**Accredited 'B' Grade by NAAC**



**E-mail:** rvrsgirlscollegekwd@gmail.com **Phone No:** 0771-232054 **Website:** [www.rvrsgirlscollegekawardha.ac.in](http://www.rvrsgirlscollegekawardha.ac.in)

**Kawardha, Date: 25/07/2022**

### **Notice**

This is to inform that institute is going to organize skill development for the teaching staff of the institute **“How to write research papers?”** in office management dated on 17.08.2022.

It is instructed to all the teaching staff to attend so.

Kindly circulate this information to all staff members.

**Principal**

**Govt.Rajmata Vijaya Raje  
Sindhiya Kanya Mahavidyalaya,  
Kawardha,Kabirdham(C.G.)**

### **Copy To:**

1. IQAC Cell of the Institute for kind information
2. Establishment of the Institute for kind information

**Principal**

**Govt.Rajmata Vijaya Raje  
Sindhiya Kanya Mahavidyalaya,  
Kawardha,Kabirdham(C.G.)**

## ABOUT THE INSTITUTION

Govt Rajmata Vijayaraje Sindhiya is the only Kanya Mahavidyalaya at Kawardha City in whole Kabirdham district, which is located near the Bhoramdev (A historical place of Chhattisgarh about 18 Km from Kawardha city). It is well connected with all major cities of Chhattisgarh. The college was founded in the memory of Late Rajmata Vijayaraje Sindhiya (1919-2001) of Gwalior with a view to educating the girls in the context of newly built district. It embodies her dream of providing progressive modern education and equipping all girls to be good citizens. The chief minister of Chhattisgarh, Honorable Dr. Raman Singh, declared (July 2005) to open Govt. Rajmata Vijayaraje Sindhiya Kanya Mahavidyalaya. Its new building was inaugurated by the chief minister of Chhattisgarh Honorable Dr. Raman Singh on 30/07/2007. The college took off on its mission to stay grounded to roots of tradition and to take wing in the exhilarating air of freedom. The college started on its journey with only three students but now the strengths are more than five hundred. In present era, the need of the hour is to reduce the stress level of the students and at the same time increase their creativity. The college tries to develop in our students the ability to create as against copy by providing an experiential learning curriculum in the formative years. It not only enhances their learning potentials but also brings them to the center stage of learning. It facilitates the students taking charge of their own learning as well as making the content relevant to them. The college is affiliated to Pt. Ravishankar Shukla University, Raipur. The courses such as Arts, Science and Commerce are available for BA/BSc/BCom – 1, 2, 3, years in this college. For the growing and buildup “girl’s shiksha”, the computer science is available in this college.

### PATRON

Dr. B.S. Chauhan  
Principal  
Govt. Rajmata Vijaya Raje Sindhiya Kanya Mahavidyalaya,  
Kawardha, Dist.- Kabirdham (C.G.)

### RESOURCE PERSON

Dr. Rohit Miri  
Associate Professor  
Department of Computer Science & Engineering  
Dr. C.V. Raman University, Bilaspur (C.G.)

### CONVENER

Dr. B. Kumar  
Assistant Professor  
Department of Chemistry  
Govt. Rajmata Vijaya Raje Sindhiya Kanya Mahavidyalaya,  
Kawardha, Dist.- Kabirdham (C.G.)

### ORGANIZING SECRETARY

Dr. S. R. Tandan  
Department of Computer Science  
Govt. Rajmata Vijaya Raje Sindhiya Kanya Mahavidyalaya,  
Kawardha, Dist.- Kabirdham (C.G.)

### ORGANIZING COMMITTEE

Dr. (Smt.) K.. Tigga	Mr. Asit Kumar
Mr. Lawan Singh Kanwar	Mr. Agar Das Baghel
Mr. Shivram Chandravnsnshi	Mr. Raja Jhariya
Mrs. Preeti Singh Parihar	Mr. Sheetal Sahu
Mrs. Mousami Kulmitra	Mr. Kaushal Sahu



## GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALYA

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*Affiliated to*

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**Email:** [rvrsgirlscollegekawardha@gmail.com](mailto:rvrsgirlscollegekawardha@gmail.com)

**One Day Expert Talk  
on**

**How to write research paper?  
17<sup>th</sup> August, 2022**

**ORGANISED BY**

**GOVT. RAJMATA VIJAYA RAJE  
SINDHIYA KANYA MAHAVIDYALYA  
&  
INTERNAL QUALITY ASSURANCE CELL**



**GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALAYA, KAWARDHA**

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## **Summary Report**

**NAME OF THE PROGRAM:**

**How to write research paper? (ICT and Computing Skills)**

**ORGANIZED BY:**

**Govt. Rajmata Vijayaraje Sindhiya Kanya Mahavidyalaya Kawardha, Kabirdham, Chhattisgarh & IQAC**

**DATE:**

**17<sup>th</sup> August, 2022**

**DETAILED REPORT:**

The Govt. Rajmata Vijayaraje Sindhiya Kanya Mahavidyalaya Kawardha, Kabirdham, Chhattisgarh & IQAC has organized one day expert lecture on **How to write research paper?**.

The expert for the event was Dr. Rohit Miri Associate Professor, Department of Computer Science and Engineering, Dr. C.V. Raman University, Bilaspur (C.G.)

Dr. Miri has delivered lecture on research writing skills. He addressed some of the issues while writing research paper. He also talks on some of the importance of tools like latex for writing research papers were addressed by him. In this event faculty and students were present.

The event was concluded by vote of thanks which was given by the Dr. B. Kumar, Head Department of Chemistry and Convener of the event.

  
**Principal**  
Govt. Rajmata Vijaya Raju  
Sindhiya Kanya Mahavidyalaya,  
Kawardha, Kabirdham (C.G.)



Expert Talk  
on  
**How to write research paper?**  
(ICT and Computing Skills)

( 10<sup>th</sup> May, 2022)

Speaker  
Dr. Rohit Miri  
Professor

Department of Computer Science and Engineering

ORGANIZED BY

**GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALYA**  
Kawardha, Dist.- Kabirdham (C.G.), INDIA





GPS Map Camera

Kawardha, Chhattisgarh, India

X6VC+QMQ, Ramnagar, Kawardha, Chhattisgarh 491995, India

Lat 22.006714°

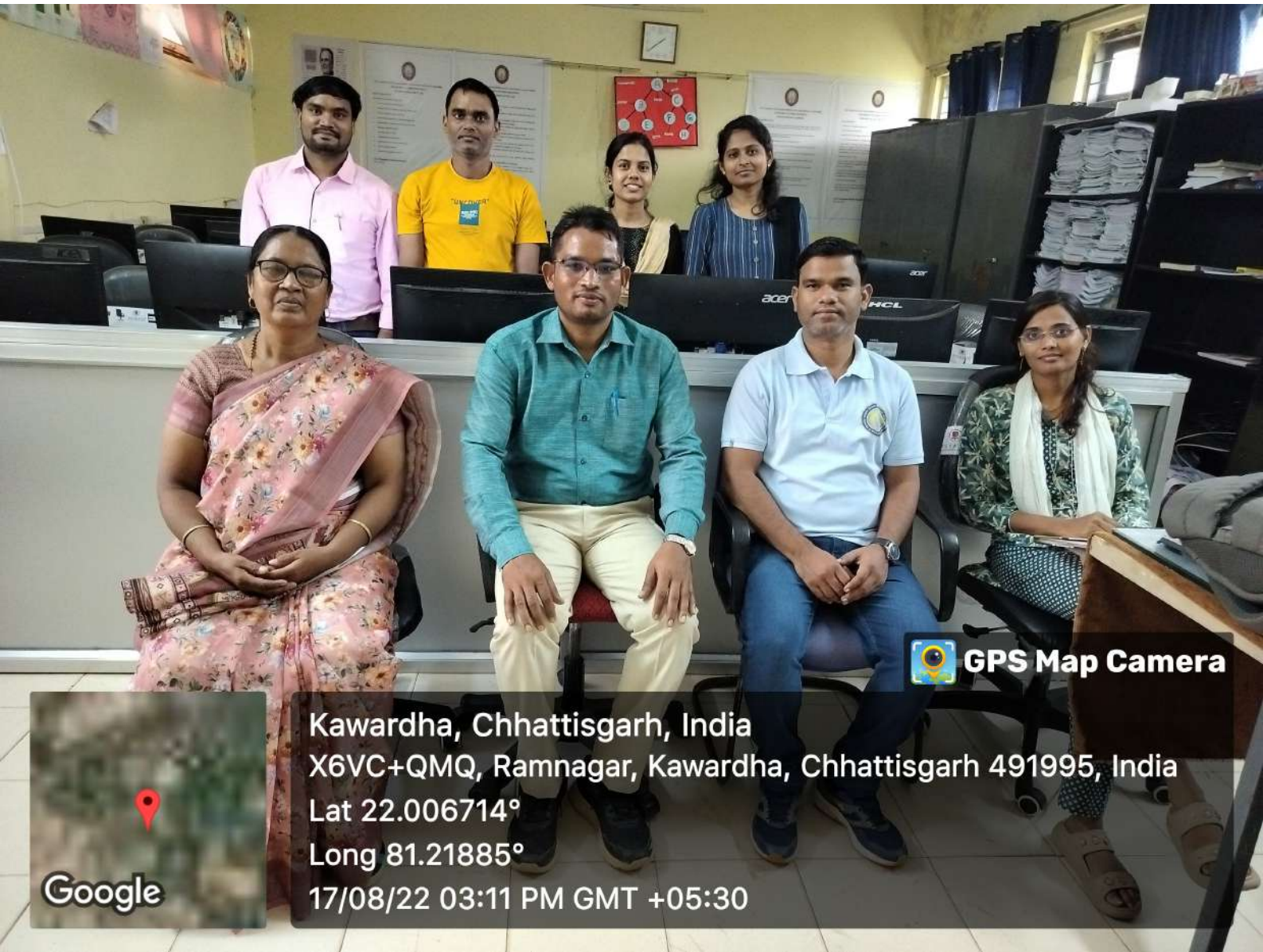
Long 81.21885°

17/08/22 02:49 PM GMT +05:30



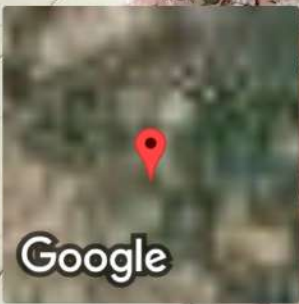
Google





**GPS Map Camera**

Kawardha, Chhattisgarh, India  
X6VC+QMQ, Ramnagar, Kawardha, Chhattisgarh 491995, India  
Lat 22.006714°  
Long 81.21885°  
17/08/22 03:11 PM GMT +05:30





**GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALAYA, KAWARDHA**

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**Letter No. 239 \2022-23**

**Kawardha, Date: 10/08/2022**

To,  
**Dr. Rohit Miri**  
**Associate Professor,**  
**Department of Computer Science and Engineering**  
**Dr.C.V. Raman University, Bilaspur (C.G.)**

**Subject: Regarding confirmation for resource person.**

Respected Sir,

With great pride and pleasure we would like to inform you that Govt. Rajmata Vijaya Raje Sindhiya Kanya Mahavidyalaya, Kawardha, Dist.- Kabirdham (C.G.) is organizing one day expert talk on "How to use computer? and preparation of slides for academic skills enhancement" dated on 17.08.2022.

As informed earlier and gained your assurance for being the resource person for the Expert talk, this letter/mail is sent to seek the official confirmation for the same. We not only hope but do strongly believe that you will gratify us with your esteemed presence. Its and ardent request to kindly revert to this letter/mail at the earliest. For this we shall be ever grateful to you.

Thank you

  
**Principal**  
**Govt.Rajmata Vijaya Raje**  
**Sindhiya Kanya Mahavidyalaya,**  
**Kawardha,Kabirdham(C.G.)**

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**Principal**  
**Govt.Rajmata Vijaya Raje**  
**Sindhiya Kanya Mahavidyalaya,**  
**Kawardha,Kabirdham(C.G.)**



**GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALAYA, KAWARDHA**

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**Kawardha, Date: 09/01/2023**

### **Notice**

This is to inform that institute is going to organize training programme for the non-teaching staff of the institute **“Office Automation Tools”** in office management dated on 13.01.2023.

It is instructed to all the non-teaching staff to attend so.

Kindly circulate this information to all staff members.

**Principal**

**Govt.Rajmata Vijaya Raje  
Sindhiya Kanya Mahavidyalaya,  
Kawardha,Kabirdham(C.G.)**

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**Principal**

**Govt.Rajmata Vijaya Raje  
Sindhiya Kanya Mahavidyalaya,  
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### PATRON

Dr. B.S. Chauhan  
Principal

Govt. Rajmata Vijaya Raje Sindhiya Kanya Mahavidyalaya,  
Kawardha, Dist.- Kabirdham (C.G.)

### RESOURCE PERSON

Ms. Shagufta Farzana  
Assistant Professor

Department of Computer Science & Engineering  
Dr. C.V. Raman University, Bilaspur (C.G.)

### CONVENER

Dr. B. Kumar  
Assistant Professor  
Department of Chemistry

Govt. Rajmata Vijaya Raje Sindhiya Kanya Mahavidyalaya,  
Kawardha, Dist.- Kabirdham (C.G.)

### ORGANIZING SECRETARY

Mr. Asit Kumar  
Department of Zoology  
Govt. Rajmata Vijaya Raje Sindhiya Kanya Mahavidyalaya,  
Kawardha, Dist.- Kabirdham (C.G.)

### ORGANIZING COMMITTEE

Dr. (Smt.) K.. Tigga  
Kanwar Mr. Agar Das Baghel  
Mr. Shivram Chandravanshi  
Mrs. Preeti Singh Parihar  
Mrs. Mousami Kulmitra

Mr. Lawan Singh  
Dr. S.R. Tandan  
Mr. Raja Jhariya  
Mr. Sheetal Sahu  
Mr. Kaushal Sahu



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Website: <http://www.rvrgirlscollegekawardha.ac.in>

Email: [rvrgirlscollegekawardha@gmail.com](mailto:rvrgirlscollegekawardha@gmail.com)

One Day Training Programme  
on  
Office Automation Tools  
**13<sup>th</sup> January, 2023**

ORGANISED BY

GOVT. RAJMATA VIJAYA RAJE  
SINDHIYA KANYA MAHAVIDYALYA  
&  
INTERNAL QUALITY ASSURANCE CELL



**GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALAYA, KAWARDHA**

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**Letter No. 357 /2022-23**

**Kawardha, Date: 11/01/2023**

**Invitation Letter**

To,  
**Ms. Shagufta Farzana**  
**Assistant Professor,**  
**Department of Computer Science and Engineering**  
**Dr. C.V. Raman University, Bilaspur (C.G.)**

**Subject: Regarding confirmation for resource person.**

Dear Sir,

With great pride and pleasure we would like to inform you that Govt. Rajmata Vijaya Raje Sindhiya Kanya Mahavidyalaya, Kawardha, Dist.- Kabirdham (C.G.) is organizing one day training programme on “**Office Automation Tools**” dated on 13.01.2023.

As informed earlier and gained your assurance for being the resource person for the training programme, this letter/mail is sent to seek the official confirmation for the same. We not only hope but do strongly believe that you will gratify us with your esteemed presence. Its and ardent request to kindly revert to this letter/mail at the earliest. For this we shall be ever grateful to you.

Thank you

  
**Principal**  
**Govt. Rajmata Vijaya Raje**  
**Sindhiya Kanya Mahavidyalaya,**  
**Kawardha, Kabirdham (C.G.)**

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**Principal**  
**Govt. Rajmata Vijaya Raje**  
**Sindhiya Kanya Mahavidyalaya,**  
**Kawardha, Kabirdham (C.G.)**





Training Programme  
on  
**Office Automation Tools**  
(ICT and Computing Skills)

( 13<sup>th</sup> January, 2023)

Speaker

Ms. Shagufta Farzana  
Assistant Professor,  
Department of Computer Science and Engineering

ORGANIZED BY

**GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALYA**  
Kawardha, Dist.- Kabirdham (C.G.), INDIA





**GOVT. RAJMATA VIJAYA RAJE SINDHIYA KANYA MAHAVIDYALAYA, KAWARDHA**

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## **Summary Report**

**NAME OF THE PROGRAM:**

**Office Automation Tools (ICT and Computing Tools)**

**ORGANIZED BY:**

**Govt. Rajmata Vijayaraje Sindhiya Kanya Mahavidyalaya Kawardha, Kabirdham, Chhattisgarh & IQAC**

**DATE:**

**13<sup>th</sup> January, 2023**

**DETAILED REPORT:**

The Govt. Rajmata Vijayaraje Sindhiya Kanya Mahavidyalaya Kawardha, Kabirdham, Chhattisgarh & IQAC has organized one day training programme on Office Automation Tools. The expert for the event was Ms. Shagufta Farzana Assistant Professor, Department of Computer Science and Engineering, Dr. C.V. Raman University, Bilaspur (C.G.)

Ms. Farzana has conducted training session for non-teaching staff of the institute in her session she spoke about usage of ICT tools and its importance in our real life. She addressed some of the major usage of office automation software which can improve our work efficiency as well as smart way to manage the office documentation.

The event was concluded by vote of thanks which was given by the Mr. Asit Kumar, Coordinator IQAC of the institute.

  
**Principal**  
**Govt. Rajmata Vijaya Raje**  
**Sindhiya Kanya Mahavidyalaya,**  
**Kawardha, Kabirdham (C.G.)**