



Sadakathullah Appa College

*An Autonomous Institution, Re-Accredited by NAAC at an 'A' Grade, *ISO 9001 : 2015 Certified*

AQAR

(2020 – 2021)

CRITERION VII

INSTITUTIONAL VALUES AND BEST PRACTICES

7.3.1

Students' Empowerment

Typewriting





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7.3.1 Typewriting

Typewriting skill is developed in coordination with external experts. The students are trained to appear for the Typewriting Examination conducted by the Department of Technical Education. Sixty-four typewriters are at the disposal for the purpose. The classes are conducted in 5 batches. A total of 1363 students got benefited from this Programme. The classes are conducted in tie-up with the School of Commerce, Palayamkottai. The Department of Commerce takes care of the smooth conduct of the classes.



List of Beneficiaries			
S.No.	Academic Year	Total No. of Beneficiaries	
		Aided	Unaided
1.	2016-2017	85	176
2.	2017-2018	70	179
3.	2018-2019	84	218
4.	2019-2020	76	184
5.	2020-2021	Pandemic Period	Pandemic Period
6.	2021-2022	60	192

(Signature)

(Signature)
Principal



TYPE WRITING COURSE

