**Anna University, Chennai**

Anna University was established on 4th September 1978 as a unitary type of University. It offers higher education in engineering, technology and allied sciences relevant to the current and projected needs of the society.

**Madras Institute of Technology (MIT)** is a campus of Anna University offers higher education with the objective of devising and implementing programs of education in engineering & technology, constituting a blend of the conventional and unconventional career courses in UG, PG & Ph.D levels that are relevant to the current and projected need of society.

**Computer Centre**  
Computer Centre is a technology provider to students, researchers and teaching community to fulfill their computational, technological and internet requirements of the campus. The Computer Centre was established in 1983 at Madras Institute of technology. It also provides the computing facility for the academicians and administrative staffs of the university and serves directly by the way of giving internet ready systems, internet access to MIT through the campus wide computer network & Wi-Fi connectivity. It is exclusively used for academic activities like video conferencing, satellite education and data processing activities.

**Objective and Description**  
This program will provide an opportunity to the participants to get knowledge about Basics of Computer.

The objective of this programme is to provide in depth theoretical knowledge about computer basics and practical training in office automation tools and basic web development tools.

**Speakers**  
Experts from relevant field.

**Registration Fee : NIL**  
Total number of participants will be restricted to 30 numbers. Participants will be selected on First Come First Served Basis.  
*Refreshments and lunch will be provided.*

Participants are requested to send the scanned copy of filled in registration form through E-mail to  
[bocworkshop@mitindia.edu](mailto:bocworkshop@mitindia.edu)

**Topics to be covered :**  
- Fundamentals of Computer  
- Office Automation Tools  
- Internet and Email  
- Web page Development  
- Computer ethics and Cyber Security  
- Tamil Computing

---

**Madras Institute of Technology**  
**Anna University**

**Two Day Workshop for Government School Students**  
**ON**

**“Basics of Computer”**  
**29TH FEBRUARY and 1st MARCH 2020**  
**REGISTRATION FORM**

**Convenor**  
Prof. Dr. V. Rhymend Uthariaraj  
Director, RCC

**Coordinator**  
Ms.T.Catherine Bina, Asso. prof.

Jointly Sponsored by,

*University Grants Commission*  
*UGC*

**Organized by,**  
**Computer Centre,**  
MIT Campus, Anna University,  
Chromepet, Chennai-600 044
# REGISTRATION FORM
Two-Day Workshop for Government School Students
ON
“Basics of Computer”
29th February – 1st March 2020

1. Name:
2. Age:
3. D.O.B:
4. Community:
5. School Name:
6. Class of Study:
7. Contact Number:
8. E-Mail ID:
9. Contact Address:

*Authorization Certificate

Mr. / Ms. __________________will be permitted to attend the programme at Computer Centre, MIT Campus, Anna University Chennai.

Date:
Place:
Signature of the School Principal with Seal:

---

### Eligibility:

Students studying 6th, 7th, 8th and 9th in Government Schools and also Students who have failed 10th standard.

Participants will be selected on first-come-first-served basis.

2 days full attendance along with the evaluation test is required for the issue of certificates.

### Contact Numbers:

Landline: 044 – 22516011/6012/6013

### Mailing Address:

The Coordinator (Workshop on Basics of Computer)
Computer Centre,
MIT Campus, Chromepet, Chennai – 600 044.
E-mail ID: bocworkshop@mitindia.edu

### Note:

Candidates selected for the programme should get the authorization certificate signed from the School Principal without fail.

### Important Dates:

Submission of Application: 25.02.2020
Intimation of Selection: 26.02.2020
Confirmation by Participants: 27.02.2020

---

### ORGANIZERS

**VICE CHANCELLOR:**
Dr. M.K. Surappa
Anna University, Chennai

**REGISTRAR:**
Dr. L. Karunamoorthy
Anna University, Chennai

**DEAN MIT CAMPUS:**
Dr. T. Thyagarajan
MIT Campus, Anna University

**CONVENOR:**
Prof. Dr. V. Rhymend Uthariaraj
Director, RCC

**COORDINATOR:**
Ms. T. Catherine Bina
Head, Computer Centre

**CO-COORDINATOR:**
Ms. B. Vijayalakshmi
Teaching Fellow,
Computer Centre

**VENUE:**
Computer Centre, MIT campus, Chromepet, Chennai-600044