



eknowledge
E D U C A T I O N

An ISO 9001:2015 Certified Organization

E-KNOWLEDGE COMPUTER CENTRE

Under The Sai Durga Trust (Deed No-1252/10)

Registered by Govt. of Odisha (Regd. No. IV-201/232)

Memorandum of Marks

Post Graduate Diploma in Computer Application

This is to Certify That

SISIR KANTA JENA

Has Successfully Completed the Course Specified and is awarded this Certificate of achievement under the Rule and Regulations of this Institution .

| SUBJECTS | Full Mark | | Marks Awarded | |
|----------------------------------|------------|------------|---------------|------------|
| | Theory | Practical | Theory | Practical |
| Computer Fundamental Part I & II | 100 | | 82 | |
| Microsoft Windows 10 (OS) | 75 | 25 | 67 | 21 |
| Microsoft Office 365 Word | 75 | 25 | 65 | 23 |
| Microsoft Office 365 Excel | 75 | 25 | 51 | 19 |
| Microsoft Office 365 PowerPoint | 75 | 25 | 68 | 24 |
| HTML 5 | 75 | 25 | 71 | 21 |
| Social Media Awareness | 75 | 25 | 69 | 20 |
| Tally ERP 9 Basic | 75 | 25 | 71 | 15 |
| Internet Essentials Email | 75 | 25 | 70 | 22 |
| TOTAL | 700 | 200 | 614 | 165 |

Grade & Percentage of Marks

O Grade : 95 % A Grade : 81 % B Grade : 71 % C Grade : 61 %



C. Panda

Center Director

D. S. Jena

Examination Head