Ramakrishna Mission Shilpamandira
COMPUTER CENTRE

Konnagar Kanaipur Nawapara

Girls' Campus

PROSPECTUS

What we need, is to study independent of foreign control, different branches of traditional Indian knowledge and along with it the English language and Western Science.

We need technical education and all else which may develop industries, so that men, instead of seeking for service may earn enough to provide for themselves and save something against a rainy day.

-- Swami Vivekananda

Setting Quality Standards for Others to Follow,.....

Preamble

*O*ver a century ago, Swami Vivekananda, the great disciple of Sri Ramakrishna Paramahamsa and the founder of Ramakrishna Mission, traversed the length and breadth of the country. He was deeply pained seeing the pervasive ignorance and poverty across the land. In profound meditation Swamiji realized that the solution lies in extensive spread of true education. Later, while visiting the Western world, he found that its impressive industrial, economic and social progress became a reality only because of a practical education system open to all boys and girls. He wanted that Indians should become strong in science & technology while retaining their traditional ethos founded in spirituality. Such enlightened citizens, he believed, would bring about moral and industrial renaissance, and lead to national upliftment.

In answer to his vision Ramakrishna Mission Shilpamandira was started as a Govt. sponsored Polytechnic offering Diploma in Civil, Mechanical, Electrical, and Electronics & Telecommunication Engineering.

The Ramakrishna Mission Shilpamandira Computer Centre was started in 1993 at 313 G. T. Road to provide quality IT training for young and enthusiastic boys.

In order to address the increasing demand for quality computer education & training for girl students the Ramakrishna Mission Shilpamandira Computer Centre started the Girls' Campus in August 2022.

Located at Nawapara village, near Konnagar, Hooghly, our girls-only training centre is a growing force in rendering vital computer education at a reasonable cost.

Courses Offered

- **Basic Multimedia (CBM)**
- **Office Automation (COA)**
- **Competitive Exams**
- **Financial Accounting (CFA)**
- **Payroll Management (PM)**
- **E-Taxation (ET)**
- **Spoken English**

AUTHORIZATION

We have tie-ups with different industrial and Government Institutions to provied quality training based on national & international standards.

- National Institute of Electronics and Information Technology (NIELIT), GoI for 'O' Level Course
- NSDC - Approved Training Centre (thru Peerless Skill Academy)
- NIELIT Approved Centre for Digital Literacy Courses (DLC)
- NIELIT Kolkata for Skill Assessment & Certification in
  - Office Automation ▪ Soft Skill and Communicative English
- Busy Infotech Training Partner
- Tally Training Partner

*I*n today's Information age, there is a great demand computer-savvy personnel both in corporate as well as public sector. Software training offers you a golden opportunity to become a value-added professional and also helps you in starting innovative entrepreneurial services to the community through Computerised Accounts, Desk Top Publishing, Web Page Design or simple tasks such as Power Point Presentation, Video Editing, Data Entry and Analysis etc. Just like our universe, the IT field is constantly expanding and we want new stars to be discovered from amongst our students.

DRESS AND CONDUCT CODE

Students must wear a sober dress.
Students must keep their mobile phones switched off within the Institute premises.
Students must conduct themselves with proper discipline and decorum.

ATTENDANCE & ELIGIBILITY

Attendance is taken by the teacher for theory and practical classes. The student is expected to maintain 100% attendance in order to derive the full benefit of the course. In case of unavoidable absence the student should discuss with the class teacher and work out a plan of corrective action well in advance.
All students are required to attend the personality development classes. Attendance in prayer conducted at the beginning of classes is compulsory.
Irregularity in attendance will result in Guardian-call. Student with insufficient attendance are not eligible to appear in the module / final exam. Also, a student becomes eligible to appear in a module exam only if he has cleared all the previous module exams.
Absence from classes for 30 consecutive calendar days without prior written permission of the Centre Coordinator will result in cancellation of admission.

FEEDBACK

Feedback forms are circulated among all students at the end of the course.
However, at any time Confidential Complaint / Feedback may be given at:
- rkmsbelur.feedback@gmail.com. • Whatsapp No. 9874779599

SCHOLARSHIPS

The Institute provides scholarships to meritorious students. Details are available from the Office.

CERTIFICATES

Successful students having over 75% attendance will be awarded a certificate along with a grade report. Students who are found unsuccessful after the final exam may be issued Only a grade report.
A student is awarded a certificate Only upon successfully completing the course (i.e. on securing 40% marks in aggregate).
A student's overall grade is evaluated through Continuous Assessment System based on performance in Lab / Class Assignments, Tests, Projects, & Final Exam. The grades awarded are as follows:

Marks	Grade	Status
85 & Above	E	Excellent
75 & Less than 85	A+	Very Good
60 & Less than 75	A	Good
50 & Less than 60	B	Moderate
40 & Less than 50	C	Pass
Less than 40	F	Fail

Students must collect their Certificates from the office within 3 months of their last exam. Institute takes no responsibility for uncollected Certificates.
In case of loss of a Certificate, a duplicate can be issued on written request, subject to the approval of the Centre Coordinator and Principal and on payment of ₹ 1000/-

COCURRICULAR ACTIVITIES

Vedic Chanting at the beginning of classes
Soft Skills Training as course component
Independance & Republic Day Celebration
National Youth Day Celebration
Blood Donation Camps
Saraswati Puja
Quiz Contest

PLACEMENT

The Placement Cell actively looks after students' placement and helps them in finding proper job in the professional world after course completion.

Placement Notices regarding industry demands for IT professionals are regularly displayed on the Institute's notice board. Interested students with appropriate skills and competencies are required to contact their class teacher to know the details.

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COMPUTER CENTRE

Konnagar Kanaipur, Nawapara
Hooghly-712234
Mobile No. : 98747 79599
Website : www.rkmscc.org
E-mail : rkmscc@yahoo.in / info@rkmscc.org
For Online Training: **www.vivekwebschool.org**

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