



Windows Basics Program Report (AY:2022-23)

Name of the program: “Windows Basics”

Day/Duration: 24.06.2023

Time: 11.00 Am to 4 Pm

No of participants: 52

Course Outcome:

Understanding Windows Operating System:

- Students will be able to navigate and utilize the Windows operating system interface, demonstrating knowledge of system settings, file management, and essential applications.


Basic Troubleshooting and Maintenance:

- Learners will demonstrate the ability to perform basic troubleshooting and maintenance tasks, including managing software installations, updating the system, and resolving common issues.

Topic Covered:

1. Introduction to Windows
2. Windows Interface Navigation
3. File Management
4. System Settings and Configuration
5. Using Essential Applications
6. Managing User Accounts
7. Installing and Uninstalling Software
8. Basic Troubleshooting Techniques
9. System Updates and Maintenance
10. Using Control Panel and Settings
11. Working with Task Manager
12. Basic Security Practices




Principal
Swami Vivekananda Institute of
Modern Science
Sonarpur Stn. Road, Karbala
P.S. Narendrapur, Kol-103



SWAMI VIVEKANANDA INSTITUTE OF MODERN SCIENCE

Sonarpur Station Road, Karbala
P.O. & P.S. - Narendrapur
Kolkata - 700 103
An ISO 9001:2008 Certified Institute


Affiliated to MAKAUT, WB
College Code: 264
Ph: 033-2428-3035
E-mail: info@svist.org
Website: www.svims.org

CO PO MAPPING

COs	POs
CO1: Understanding Windows Operating System	P1,P2,P3,P6
CO2: Basic Troubleshooting and Maintenance	P1,P6,P8,P10

Assessment procedure: The assessment of this program was conducted using multiple choice questions.




Principal
Swami Vivekananda Institute of
Modern Science
Sonarpur Stn. Road, Karbala
P.S. Narendrapur, Kol-103