



ADD ON COURSE: D. T. P.

DEPARTMENT OF ASSAMESE

L.T.K. COLLEGE, Azad, Lakhimpur, 787032, Assam

1. Aims and Objectives: This course intends to provide the students an employment opportunity so that they can become independent and lead a prosperous Life in the society. This course enables the students to earn their bread and butter by their own effort. This course makes the students technologically literate and become digitally more aware about the different technologies which are coming into our life.

2. Syllabus:

ডি.টি.পি.
(সাম্প্রতিক সময়ত অসমীয়া ডি.টি.পি. প্ৰয়োজনীয়তাৰ প্ৰতি লক্ষ্য ৰাখি এই পাঠ্যক্ৰম প্ৰস্তুত কৰা হৈছে।
এই পাঠ্যক্ৰমৰ জৰিয়তে ছাত্ৰ-ছাত্ৰীসকল অনিৰ্ভৰশীল হোৱাৰ যথেষ্ট অৱকাশ আছে।)

মুঠ নম্বৰ : ৩০
পাঠদান : ৩০ ঘণ্টা

গোট : ১ কম্পিউটাৰত অসমীয়া ভাষাৰ শব্দ আৰু বিভিন্ন চিহ্নৰ প্ৰয়োগ

গোট : ২ অসমীয়া টাইপিঙৰ বিভিন্ন চফট্‌ৱেৰৰ পৰিচয়

গোট : ৩ কম্পিউটাৰ টাইপিং, ফাইল খোলা, ফাইল ছেভ, আৰ্ছি কাকত শুদ্ধ, প্ৰিন্ট

গোট : ৪ বুক ছেটিং, প্ৰজেক্ট

প্ৰসংগ পুথি :

১। ব্যক্তিগত কম্পিউটাৰৰ পূৰ্ণাংগ ব্যৱহাৰিক পাঠ : দেৱজ্যোতি বৰা, ইউনিকা প্ৰকাশন, এম.জি. ৰোড, যোৰহাট

২। অসমীয়া ব্যাকৰণ প্ৰবেশ : গোলোকচন্দ্ৰ গোস্বামী, বীণা লাইব্ৰেৰী, গুৱাহাটী

3. Class Routine:

For Bakaria

TIME SCHEDULE OF ADD ON COURSE
ASSAMESE D.T.P

DAY	TIME
MONDAY	2'15 - 3'00 PM
TEUSDAY	12'45 - 1'30 PM
WEDNESDAY	2'15 - 3'00 PM
THURSDAY	12'45 - 1'30 PM
FRIDAY	12'45 - 1'30 PM
SATURDAY	12'45 - 1'30 PM

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4. Photo:



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Principal
L.T.K. College Azad
North Lakhimpur

Na-Pamua, Assam, India
54JV+H6J, Na-Pamua, Assam 787052, India
Lat 27.181849°
Long 94.145482°
28/04/22 01:14 PM

5. Student List:

For Baharia

List of the Students Enrolled in the Course

1. Gitartha Saikia
2. Rajib Hazarika
3. Krishna Das
4. Ankita Saikia
5. Pulin Kurmi
6. Kiranjyoti Das
7. Lipika Dutta
8. Manuj Gogoi
9. Himashree Das
10. Dipsikha Saikia
11. Borasha Borah
12. Barasha Saikia
13. Champak Kalita
14. Chinmoy Borah
15. Karishma Nath
16. Hiramoni Das
17. Junmoni Nath
18. Dipsikha Das
19. Purnanda Saikia
20. Parishmita Das
21. Jyotishmoy Kr.Nath
22. Jiban Das
23. Dudu Pegu
24. Bishal Bora
25. Kalyani Gogoi
26. Violina Boruah
27. Himashree Nath



Principal
L. T. K. College Azad
North Bishnupur

List of Students Completing the Course

For Bhabarica

1. Gitartha Saikia
2. Rajib Hazarika
3. Krishna Das
4. Ankita Saikia
5. Pulin Kurmi
6. Kiranjyoti Das
7. Lipika Dutta
8. Manuj Gogoi
9. Himashree Das
10. Dipsikha Saikia
11. Borasha Borah
12. Barasha Saikia
13. Champak Kalita
14. Chinmoy Borah
15. Karishma Nath
16. Hiramoni Das
17. Junmoni Nath
18. Dipsikha Das
19. Purnanda Saikia
20. Parishmita Das
21. Jyotishmoy Kr.Nath
22. Jiban Das
23. Dudu Pegu

Manki
Prin.
L. T. K. College, Jorhat
North Lakhimpur

6. Question Paper:

Add-on Course, 2022
D.T.P.
Dept. of Assamese

Time-2 hour Total marks-50

Q1. Answer the following questions: 2x5=10

- Define icon.
- What is title bar?
- Differentiate between copy and move.
- What is cursor?
- What is screen saver?

Q2. What is shortcut key in MS word. Write about the functions of following shortcut keys- 2.5x4=10

a) Ctrl +A b) Ctrl+B c) Ctrl+C d) Ctrl+P

Q. 3 : Practical 30

7. Certificate:

LAKHIMPUR TELAHI KAMALABARIA COLLEGE
লক্ষীমপুৰ তেলাহী কমলাবৰীয়া মহাবিদ্যালয়
P.O. AZAD, NORTH LAKHIMPUR
ESTD : 1977

Sl. No. LTKC/0081 Date: 25/06/2022

CERTIFICATE

This is to certify that

Rajib Hazarika

has completed the

Add on course on D.T.P. (30 hrs)

conducted by the Deptt. of Assamese

and
approved by
Dibrugarh University, Dibrugarh
from this College.

Saini
(Dr. B.K. Saini)
Principal
L.T.K. College, Azad, North Lakhimpur

Sanku
Course Coordinator
L.T.K. College, P.O., Azad
North Lakhimpur

L.T.K. College Azad
ESTD 1977
North Lakhimpur

L.T.K. College Azad
North Lakhimpur

8. Learning Outcome: This course provides opportunities for self-employment to the students.



Bhaskarjit Borah
Principal
L.T.K. College, Azad
North Lakhimpur

For B.Bharua

(Dr. Bhaskarjit Borah)

Course Co-ordinator

Add on Course

Department of Assamese

L.T.K. College, Azad, North Lakhimpur