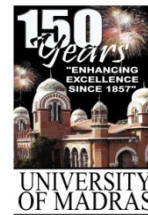**INSTITUTE OF DISTANCE EDUCATION**
UNIVERSITY OF MADRAS
[Established under the Act of Incorporation XXVII of 1857 -
Madras University Act 1923]
(State University)

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Dr. K. RAVICHANDRAN, M.Sc., Ph.D.,   IDE Buildings
Director   Chepauk, Chennai – 600 005

PERSONAL CONTACT PROGRAMME
ACADEMIC YEAR– 2018-2019

1. Name of the Course   : **B.COM (Computer Applications)**
2. Batch / Year of Admission   : I Year (A-18 Batch)
3. Venue   : IDE Buildings, University of Madras
                                                 Chepauk, Chennai – 600 005

Batch	Group	Date of Practical Classes	Date of Practical Examinations
header: **B.COM. (COMPUTER APPLICATIONS) Ist YEAR (A-18 Batch)**			
I	FBcom1	February 2019: 17,18,19,20 Time : 08.00 a.m. to 1.15 p.m.	21.02.2019 (F.N.)

4. **Attendance is compulsory for practical classes. At the end of this programme Practical Examination will be conducted.**
5. Students who have paid the tuition fees alone will be permitted to attend the classes.
6. Students are requested to bring their own ID, Lab. Manual Note books, Pens, Pencils, Calculators and Computer Stationery (9X 12 X 1) for Practical Classes
7. Students are advised to make their own arrangements for attending the classes.
8. Students are instructed to bring Tuition fee remittance Challan and the Identity Card and to produce them on demand for entering into the building and laboratory. If there is any change in the schedule it will be intimated to the students individually or at the PCP Centre.
9. Students are not allowed to use external floppies. They must take the printout by using their stationery immediately after completing the exercise. If any mischief like loading virus into the machine or tampering with other files are found, the charge of   recovery will be collected from the students concerned of the entire group, and disciplinary action will be taken against the erring students.
10. Students are not allowed to use cell phones in the classrooms.

Date : 08.02.2019   **DIRECTOR**

PRACTICAL CLASSES AND EXAMINATION
B.COM (COMPUTER APPLICATIONS) – First Year (A – 18Batch)
Batch - I Group: FBcom1

Group: FBcom1

A18101UCC1001 to A18101UCC1006

A18101UCC6001, 6002, A18101UCC6001 to 6030

A18101UCC6032 to 6047, A18105UCC6001 to 6007

(Total Candidates: 58)