



HYDERABAD KARNATAKA EDUCATION SOCIETY'S **12 POINT PROGRAMME CELL**

30-06-2024

NOTICE

This is to inform that a Meeting and training programme for all Institution's 12 Point Coordinators is scheduled on:

Date: Tuesday, 2nd July, 2024

Time: 1:00 PM to 3:00 PM

Venue: Auditorium, Smt. V G College for Women, Kalaburagi.

Agenda:

1. Training on Online Data entry in Google Sheets.
2. Creation of official social media – Facebook and Instagram account.

Note:

All the Institutional 12 Point Programme Coordinators are hereby informed to bring the following data duly signed by the Principal:

1. Admissions of each course/programme wise and subject wise of the Academic Year 2023-24.
2. Admission status till date for the Academic year 2024-25 course/programme wise and subject wise.
3. Outstation coordinators may join online.

Schedule:

1. Prashant Devani will explain and train the coordinators is creating and maintaining of Social Media accounts.
2. Dr. Sagar Jambagi will explain and train the coordinators in Google Sheets.
3. Dr. Jyotiprakash Deshmukh will help in training and data entry in Google Sheets.
4. Course details of each institution to be collected by the coordinators in Excel format through WhatsApp Group.

Uma Reur
12 Point Programme
Coordinator