

E.M.GOPALAKRISHNA KONE YADAVA WOMEN'S COLLEGE



CELL : ENTRY IN SERVICE & CAREER GUIDANCE

ACTIVITY : TYPE WRITING CLASS

YEAR : 2024 - 2025

ENTRY IN SERVICE & CAREER GUIDANCE CELL

DATES	TIME	VENUE
16.08.2024 to 18.03.2025	03:00 p.m. to 04.20 p.m.	EMG Yadava Women's College, Madurai
Theme	Typewriting for Academic and Career Excellence	
Nature of the Activity	Free Coaching Class	
Title	Type Writing Class	
Convener	Dr. (Mrs.) V. Pushpalatha Principal i/c Head & Assistant Professor of Commerce EMGYWC	
Organisers	Entry in Service & Career Guidance Cell Coordinators: Dr. K. Padmavathy Assistant Professor of commerce Dr. M. Sriramajayam Assistant professor of commerce Mrs. P. Rajeshwari Assistant professor of English Mrs. P. Vimala Assistant Professor of commerce Mrs.A. Sumithra Assistant professor of commerce	
Collaborating Institution	In Association with Karthiga School of Commerce, 42, Ganapathi Servai Street, K.Pudur, Madurai- 625007	
No. of Participants	Students - 68	

TYPE WRITING CLASS

Objectives:

1. To develop correct finger placement and proper typing posture.
2. To improve typing speed with accuracy through regular practice.

3. To reduce typing errors and improve efficiency in written communication.
4. To prepare students for typewriting examinations and competitive requirements.
5. To strengthen typing skills for academic, professional, and administrative use.

Programme Outcomes:

Upon completion of the Typewriting Class, students were able to demonstrate correct finger placement and proper typing posture, type with improved speed and accuracy, efficiently use the keyboard and function keys, and maintain concentration and coordination while typing. They were able to minimize errors, produce neat written work, perform confidently in typewriting examinations, and apply their typing skills effectively in academic, professional, and administrative tasks.

Photographs:



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Type Writing Class - 10.03.2025

Enclosures:

a. Nominal Roll of Participants:

1.Student participants of EMGYWC:

Type Writing Class - 15.12.2024 to 10.03.2025			
S.No	REGISTER NUMBER	NAME	DEPARTMENT
1.	22TAM 15	M.Krishnaveni	TAMIL
2.	22CGB18	C.N.Latha Sri	COMMERCE
3.	22CGB16	S.Manonmani	COMMERCE
4.	22NAD13	M.Mukirthana	N&D
5.	22HIA15	R.Muthu Selvi	HISTORY
6.	22HIA18	V.Nivetha Vaithi	HISTORY
7.	22MPB08	J.Pandeeswari	MATHS
8.	22NAD26	M.Poongani	N&D
9.	22ENA23	M.Renuga	ENGLISH
10.	22PHY01	S.Abinaya Sri	PHYSICS
11.	22PHY02	V.Arthi	PHYSICS
12.	22CHE04	S.Briundha	CHEMISTRY
13.	22MKA14	S.Gunadharshini	MATHS

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14.	22ENA09	S.Hemalatha	ENGLISH
15.	22ENA30	M.Sabeetha	ENGLISH
16.	22ENA35	V.Santhiya	ENGLISH
17.	22ENB18	C.Saradha Devi	ENGLISH
18.	22ENB19	V.Sowmiya	ENGLISH
19.	22ENB21	M.Sribavani	ENGLISH
20.	22ENB24	B.Subha Sri	ENGLISH
21.	22BBA24	R.Sugirdha	BBA
22.	22BBA25	M.Supriya	BBA
23.	22CHE20	S.Swathi	MATHS
24.	22MKA34	M.Swatheeswari	MATHS
25.	22MPB18	M.Vinotha	MATHS
26.	22MPA10	T.Yuvashree	MATHS
27.	22CHE15	M.Harini	CHEMISTRY
28.	22MPB18	N.Jaya Raja Devi	MATHS
29.	22MKA16	S. Manjula Devi	MATHS
30.	22CCB18	P.Muneeswari	COMMERCE
31.	22CCA18	S.Meena	COMMERCE
32.	22CCB35	S.Saritha	COMMERCE
33.	22CCB43	S.Yoga Priya	COMMERCE
34.	23CGA03	M.Abinaya	COMMERCE
35.	23CPA03	R.Abinaya	COMMERCE
36.	23CCA03	A.Anupriya	COMMERCE
37.	23CGB04	S.Archana	COMMERCE
38.	23MPB01	N.Bhuvaneswari	MATHS
39.	23MKA13	T. Deepa Sakthi	MATHS
40.	23CCA12	J. Deepika	COMMERCE
41.	23ENB04	T.Dhivya	ENGLISH
42.	23CHE03	D. Dharani	CHEMISTRY
43.	23HIA08	S. Durga Devi	HISTORY
44.	23HIB19	K.Kowsalya	HISTORY
45.	23BBA15	M.Harini	BBA
46.	23BBA23	P.Indhuja	BBA
47.	23NAD13	M.Janani Sri	N&D
48.	23NAD15	J.Kamali	N&D
49.	23MKA19	P.Karpaga Valli	MATHS
50.	23CSA18	P.Madhumitha	CS
51.	23CSB19	M.Mahalakshmi	CS
52.	23CSB22	S.Nisha	CS
53.	23MPB16	K. Niveethitha	MATHS
54.	23CHE18	M.Pavithra	CHEMISTRY
55.	23CHE23	M.Priyadharshini	CHEMISTRY
56.	23CHE24	S. Priyadharshini	CHEMISTRY

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57.	24TAM28	K.Raja Sri	TAMIL
58.	24MKA24	S.Santhiya	MATHS
59.	24ENA40	S.Sarana	ENGLISH
60.	24MPB39	P.Sathya Jothi	MATHS
61.	24CSA06	S. Dharshika	CS
62.	24CSB15	M.Hemalatha	CS
63.	24CSB24	U. Gnanmbika	CS
64.	24HIA25	J. Mathuri Devi	HISTORY
65.	24HIB23	M.Murugeswari	HISTORY
66.	24BBA15	M.Iniya Sri	BBA
67.	24TAM18	J.Kaviya	TAMIL
68.	24ENA20	M.Murugeswari	ENGLISH