



Statement of Marks

Registration No. : 910960040011
 Student's Name : Lav Prakash Singh
 Mother's Name : Lalmunni Devi
 Father's Name : Maheshwar Singh
 Course Name : Diploma in Office Automation & Accounting
 Course Duration : 9 Months
 Study Centre Name : MKCEC
 Centre Code & Address : 91096004 & Bansdih, Ballia, Uttar Pradesh



MODULES COVERED

M1 : DCA : (Fundamental, MS-DOS, MS-Windows, MS-Word, MS-Excel, MS-Powerpoint, MS-Access, HTML, Internet, Multimedia, Networking, Hardware Maintenance)
 M2 : CFA : (Accounting Introduction, Accounts Only, Accounts with Inventory)
 M3 : Assignment / Project

Examination	Full Marks	Pass Marks	Marks Obtained
Written	100	40	84
Practical	100	40	85
Assignment / Project	100	40	87
Viva Voce	100	40	80
Total	400	160	336

Overall Percentage :

84.00

*Grade :

B

Grade A : 85-100%. Grade B : 70-84%. Grade C : 55- 69%. Grade D : 40-54%. Fail : Below 40%.

Date of Issue : 05-Jan-2017

Certified By : Immense Institute of Technology & Management

Registered Office : H.No. - 220 A/1 Gali No. - 7, B Block, Part - 1,
 Mukandpur, North West, Delhi, India - 110042

Corporate Office : Hari Mohan Gali, Salempur, Saran, Bihar - 841301

