



**INSTITUTE of TECHNOLOGY & MANAGEMENT**

Regd. Under the Company Act. 2013 MCA, Govt. of India

Registered Under NITI Aayog & MSME

An ISO 9001 : 2015 Certified

Operated by IITM Trust



Sr. No. : 1715



## Statement of Marks

Registration No. : 911027030149  
 Student's Name : Vivek Kumar  
 Mother's Name : Chhanta Devi  
 Father's Name : Bisundev Paswan  
 Course Name : Diploma in Office Automation & Accounting  
 Course Duration : 9 Months  
 Study Centre Name : Immense Computer Academy  
 Centre Code & Address : 91102703 & Hisua, Nawada, Bihar



### 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         | 87             |
| Assignment / Project | 100        | 40         | 85             |
| Viva Voce            | 100        | 40         | 87             |
| Total                | 400        | 160        | 343            |

Overall Percentage :

85.75

\*Grade :

A

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

Date of Issue : 30-Aug-2018

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



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