



Statement of Marks



Registration No. : 912005020122
Student's Name : Shweta Singh
Mother's Name : Late Guddi Devi
Father's Name : Pramod Kumar Singh
Course Name : Diploma in Office Automation & Accounting
Course Duration : 9 Months
Study Centre Name : Sigma Computer Education
Centre Code & Address : 91200502 & Jamshedpur, East Singhbhum, Jharkhand

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	80
Practical	100	40	88
Assignment / Project	100	40	79
Viva Voce	100	40	80
Total	400	160	327

Overall Percentage :

81.75

*Grade :

B

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

Date of Issue : 24-May-2025

Certified By : Immense Institute of Technology & Management

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

