

## COLLEGE OF VOCATIONAL STUDIES

25<sup>th</sup> April 2025

### NOTICE

It is notified for information that the End Semester Practical of Modern Office Management (MOM) Discipline Specific Core Course - 4.1 (DSC .1): Advanced Phonography-I of BA(VS) 4<sup>th</sup> Semester will be held in the Computer Lab. in the Second New Block (SNB) as per the schedule given below:

**Batch No. 1 at 10.00 am  
Friday the 9<sup>th</sup> May 2025**

From University Roll No.	To University Roll No.	Total Students
23013575001	23013575026	25

**Batch No. 2 at 2.00 pm  
Friday the 9<sup>th</sup> May 2025**

From University Roll No.	To University Roll No.	Total Students
23013575027	23013575052	25

**Batch No. 3 at 10.00 am  
Saturday the 10<sup>th</sup> May 2025**


From University Roll	To University Roll No.	Total Students
23013575053	23013575077	25

**Batch No. 4 at 2.00 pm  
Saturday the 10<sup>th</sup> May 2025**

From University Roll	To University Roll No.	Total Students
23013575078 and 22013575096	23013575098	18+1=19

All the **ex-students** will appear in the Practical in **Batch No. 4**

In order to test the computers, all the students should report at least **30 minutes** before the commencement of the Practical. All the students to note and appear in the End Semester Practical as per the schedule given above. There will be a Viva-Voce for 40 marks after the End Semester Practical. All to appear in the Viva-Voce also.

  
25/4/2025  
(D.P. Bhatia)  
Guest, Department of MOM