



UNACCO SCHOOL

Excellence in Education

Chanung, Imphal East District, Manipur

Phone No. 9485242833, ● website: www.unaccoschool.in ● e-mail : info.chanung@unaccoschool.in

Ref.N o. USChanung/T/03/23-03.....

Date 29/03/2023.....

Circular (Teachers)

It is hereby notified to all Teachers of UNACCO School, Chanung that there will be a Computer Training with effect from 29/03/2023 as per the schedule given below:

Date	Morning Session	Afternoon Session
	9:30 am to 11:30am	1:30 pm to 3:00 pm
29/03/2023	MS Word	Test on MS Word
30/03/2023	MS Word	Test on MS Word
31/03/2023	MS Excel	Test on MS Excel
01/04/2023	MS Excel	Test on MS Excel
03/04/2023	Paint	Paint

Training will be conducted by Thiyam Babpil Singh (TGT Computer Science) at UNACCO School, Chanung Computer Lab.

Teachers are instructed to attend the Training without fail.

Note: All the teachers should take it seriously and learn to handle the computer properly.

Principal I/c

Copy to:

1. PA to the Chairman
2. PA to the Director
3. All concerned.....
4. Guard File/ Notice Board