To,

The Teacher in Charge,

Jatindra Rajendra Mahavidyalaya,

Amtala,

Murshidabad.

Sub: Prayer for granting permission for introducing an Add-on Course in the current Academic **Session 2021-22**

Respected Madam,

We are very pleased to to inform you that the Department of Arabic in its Departmental meeting has taken a resolution to introduce an Add-on Course entitled " Modern Arabic with computer Application" in the current Academic Session 2021-22. For implementing the resolution we need your permission which we are sure will be granted by you for the larger interest of the students of our college.

Therefore, we earnestly request you to grant us the permission to introduce the above courses so that we can publish the notification as soon as possible.

Thanking you in anticipation.

Jatindra-Rajendra Mahavidyalaya

P.O. Armala, Murshidabad

Mudasser Sk

HOD, Department of Arabic,

Jatindra Rajendra Mahavidyalaya,

Amtala, Murshidabad.

JATINDRA RAJENDRA MAHAVIDYALAYA

AMTALA * MURSHIDABAD

30 HOURS ADD ON COURSE

"MODERN ARABIC WITH COMPUTER APPLICATION"

ORGANIZED BY

DEPARTMENT OF ARABIC,

UNDER THE GUIDANCE OF IQAC,

JATINDRA RAJENDRA MAHAVIDYALAYA

SESSION-2021-22

Class Routine-	Modern Arabic With Computer Appl	SESSION-2021-22 ication (15 04 2023-3	0.05.2023)		
LECTURES	COURSE CONTENTS	TEACHER	Date	Time	DURATION
1	Arabic Script & Orthographic signs.	KHOSH MOHAMMAD	4/5/2022	04:30 - 05:30 PM	1 Hour
2	Basic patterns of vocabulary Types of word: Ism Fel & harf	MUDASSER SK	5/5/2022	04:30- 05:30 PM	1 Hour
3	Tit-Bits on Ism	KHOSH MOHAMMAD	6/5/2022	04:30 - 05:30 PM	1 Hour
4	Different types of Fel	SK MOHD SIRAJUL ISLAM	7/5/2022	03:30 - 04:30 PM	1 Hour
5	Kinds of Huruf	MUDASSER SK	10/5/2022	04:30- 05:30 PM	1 Hour
6	Cardinal, Ordinal Numbers & Fractions	SK MOHD SIRAJUL ISLAM	11/5/2022	04:30-05:30 PM	1 Hour
7	Days of the week, Months of the year & Date and Time	KHOSH MOHAMMAD	12/5/2022	04:30-05:30	1 Hour
8	Color and Common Adjectives	MUDASSER SK	13/5/2022	PM 04:30-05:30	1 Hour
9	Useful Verbs	KHOSH MOHAMMAD	14/5/2022	PM 03:30- 04:30	1 Hour
10	Common Phrases/ Expressions	SK MOHD SIRAJUL	17/5/2022	PM 04:30- 05:30	1 Hour
11	Parts of Human Body	MUDASSER SK	18/5/2022	PM 03:30 - 04:30	1 Hour
12	Names of Countries – Professions and Occupations	SK MOHD SIRAJUL ISLAM	19/5/2022	PM 04:03- 05:30	1 Hour
13	General Terminology in the fields of Administration, Commerce and Medicine	KHOSH MOHAMMAD	20/5/2022	PM 04:30- 05:30 PM	1 Hour
14	General Terminology in the	MUDASSER SK	21/5/2022		
			21/5/2022	03:30-04:30	1 Hour

Add-on Gourse
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	fields of Journalism, Science and Technology.			PM	
15	Computer Fundamentals: Classification of Computers	KHOSH MOHAMMAD	23/5/2022	04:30-05:30 PM	1 Hour
16	Hardware: Input and Output Devices & Storage Devices	SK MOHD SIRAJUL ISLAM	24/5/2022	03:30-04:30 PM	1 Hour
17	Software: Application Software, System Software & Malware	MUDASSER SK	25/5/2022	04:30-05:30 PM	1 Hour
18 '	M.S. Word : Elements of Word Window	SK MOHD SIRAJUL ISLAM	26/5/2022	04:30-05:30 PM	1 Hour
19	M.S Word-Typing, Selecting, deleting, Copying and Moving of a Text	KHOSH MOHAMMAD	27/5/2022	04:30-05:30 PM	1 Hour
20	M.S Word- Creating Files/ Folders, Saving, Opening, Closing and Printing Documents	. MUDASSER SK	28/5/2022	03:30-04:30 PM	1 Hour
21	M.S Word- Page Setup – Formatting Paragraphs and Characters – Numbered and Bulleted Text	KHOSH MOHAMMAD	30/5/2022	03:30-04:30 PM	1 Hour
22	M.S. Word- Working with Table–Mail Merging	SK MOHD SIRAJUL ISLAM	31/5/2022	04:30-05:30 PM	1 Hour
23	Arabic Keyboard Typing Practice using the Arabic MS Word	MUDASSER SK	01/06/2022	04:30-05:30 PM	1 Hour
24	M.S. Excel : Building Work Sheet	SK MOHD SIRAJUL ISLAM	02/06/2022	04:30-05:30 PM	1 Hour
25	M.S. Excel- Entering and Editing Data	KHOSH MOHAMMAD	03/06/2022	04:30-05:30 PM	1 Hour
26	M.S. Excel- Inserting / Deleting Rows & Columns— AutoFill–Ranges, Formulas	· MUDASSER SK	04/06/2022	04:30-05:30 PM	1 Hour
27	M.S. Excel- Formatting- Charts- Functions	KHOSH MOHAMMAD	06/06/2022	03:30 - 04:30	1 Hour
28	Project work	SK MOHD SIRAJUL ISLAM	07/06/2022	PM 04:30-05:30	1 Hour
29	Project work	MUDASSER SK	08/06/2022	PM 03:30-04:30	1 Hour
30	Project Work	SK MOHD SIRAJUL ISLAM	09/06/2022	PM 04:30-05:30 PM	1 Hour



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JATINDRA RAJENDRA MAHAVIDYALYA, AMTALA, MURSHIDABAD

DEPARTMENT OF ARABIC...ADD-ON COURSE ASSIGNMENT

TOPIC: MODERN ARABIC WITH COMPUTER APPLICATION SESSSION-2021-2022

TOPIC: MODERN ARABIC WITH COMM OF THE COMM
DATE-15/06/2022DURATION-1 HOURSFULL MARKS-20
Name Soniya Assama Reg no 058348
Answer the following questions (All carry equal marks)
a. The world 'virus' is translated into Arabic as-حاسوب للهيروس لميكروب
b. 'My computer' is translated as- كومبيوتــرك الكومبيوتــرك الكومبيوتــرك
c. Correct Arabic form of 'Software' is- برنامج /برنامج الكتروني بريد /برنامج
d. The correct Arabic form of ' Programmer' is- برنامجي /البرنامج كاتب /الموضوع كاتب
e. شاشة-Keyboard/mouse/monitor.
f. جوافـة-means Guava/Lentil/Date.
g. To type the letter laal(J), users have to press N/L/LH on keyboard.
h. which of the following is not a limb- اكل/انف/ انن.
i. Which of the following is not Hurufe Illat-اياء/حاء/ واو
j. In Arabic Alphabetare 27/28/29 in number
k. Which of the following is a vegetable-فــار /بطاطس/نــوم
I. Short cut key for 'Undo' is- ctrl+u/ctrl+z/ctrl+b.
m. Which of the following is not a storage - RAM/DVD/Ribbon.
n. Google Chrome is a system software/ Malware/ Search engine.
o. Which of the following is an incorrect cell address in MS Excel - B12/12B/BB12.
p. To type the letter Tha(4), users have to press TH/ shift+B/ T on keyboard.
q. To type the letter Haa(८), users have to press Shift+H/H/HA on keyboard.
r. Hurufe Jarr are 13/15/17 in number.
s. Ctrl+x is used to Cut/copy/undo.
t. The term 'حاسوب' means calculator/ personal computer/ Desktop

Add-on Course Add-on Course Co Mahavidy alay a J.R. Mahavidy Diet. Msd.

A REPORT

ON

"MODERN ARABIC WITH COMPUTER APPLICATION"

(Add-on Course)

The Department of ARABIC offered an Add-on Course entitled "MODERN ARABIC WITH COMPUTER APPLICATION". The course was open to all Bengali students who are pursuing their general streams of undergraduate programmes (2nd semester) in Jatindra Rajendra Mahavidyalaya, Amtala during the academic year 2021-22. To begin with HOD of department of Arabic, with the prior permission of TIC Madam and under guidance of IQAC, published notification related to this course on 20th of April(Wednesday), 2022. IQAC made all arrangements to complete this course. Mr. Khosh Mohammad was the co-ordinator of the course. There were 100 students who were interested and got enrolled themselves for it. The course started on and from 1st of May, 2022 and the final assessment was taken on 15th of June, 2022 following the guideline of the parent university related to the marks distribution i.e. 25 out of which 5 marks was allotted for attendance. The thirty classes were distributed among the three SACT teachers of Arabic departmeny, JRM. Sk Mohammad Sirajul Islam has taken ten classes, Khosh Mohammad has taken ten and Mudasser Sk has also taken ten classes. The course was completed smoothly and the enrolled students showed great interest and enthusiasm. 88 students completed this course and only 80 of them received their certificates.





Add-on Course
Co - Ordinator
J.R. Mahavidyalaya
p.O.- Amta Oist.- Msd.

Jaindra-Rajendra Murshidabad

JATINDRA RAJENDRA MAHAVIDYALAYA

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P.O-Amatala, DIST- Murshidabad, PIN- 742121

DEPARTMENT OF ARABIC

NOTICE

Date-20/04/2022(Wednesday)

Sub:Opportunity for Add-on course "Modern Arabic with computer application"

It is hereby notified to all the General students of Bengali department who are studying in 2nd semester that an Add-on Course entitled 'Modern Arabic With computer application' is going to be offered on behalf of the department of Arabic. The classes will start from the beginning of the coming month and will continue for about one and half month. It is a great opportunity to be familiar with a new international language that is Arabic and with usages of some computer applications in Arabic version. So, Khosh Mohammad who is a staff of Arabic department and the co-ordinator of the course.

Teacher-in-Charge
Teacher-in-Mahavidyalaya
Jajindra-Rulandra Murshidabad
P.O. Amara, Murshidabad

TIC

JRM

Add-on Course

Add-on Course

Co - Ordinator

J.R. Mahavidyalaya

P.O.- Amtala, Dist.- Msd.

HoD, Denament of Arabic HoD, Denament of Arabic Jaindra-Rajendra Mahavidyalaya Jaindra-Rajendra Murshidabad

HOD

DEPT. OF ARABIC

JATINDRA RAJENDRA MAHAVIDYALAYA

AMTALA * MURSHIDABAD

30 HOURS ADD ON COURSE

"MODERN ARABIC WITH COMPUTER APPLICATION"

ORGANIZED BY

DEPARTMENT OF ARABIC,

UNDER THE GUIDANCE OF IQAC,

JATINDRA RAJENDRA MAHAVIDYALAYA

OPEN TO BENGALI GENERAL 2nd SEMESTER STUDENTS

SESSION-2021-22

1. ELEMENTARY ARABIC:

(Duration: 5 hours)

- Arabic Script & Orthographic signs.
- Basic patterns of vocabulary
- Types of word: Ism Fel & harf
- Tit-Bits on Ism
- Different types of Fel
- Kinds of Huruf

2. MODERN ARABIC USAGE:

(Duration: 9 Hours)

- Cardinal, Ordinal Numbers & Fractions
- Days of the week, Months of the year & Date and Time
- Color and Common Adjectives
- Useful Verbs
- Common Phrases/ Expressions
- Parts of Human Body
- Names of Countries Professions and Occupations
- General Terminology in the fields of Administration, Commerce, Medicine ,Journalism, Science and Technology.

3.COMPUTER APPLICATION IN ARABIC(Duration: 13 hours)

Add-on Course Add-on Ordinator Ordinator J.R. Mahavidyalaya P.O. Amtala, Dist. Med.

- Computer Fundamentals: Classification of Computers
- Hardware: Input and Output Devices & Storage Devices
- Software: Application Software, System Software & Malware
- M.S. Word: Elements of Word Window, Typing, Selecting, deleting, Copying and Moving of a Text – Creating Files/ Folders, Saving, Opening, Closing and Printing Documents – Page Setup – Formatting Paragraphs and Characters – Numbered and Bulleted Text – Working with Table–Mail Merging, etc.
- Arabic Keyboard Typing Practice using the Arabic MS Word
- M.S. Excel: Building Work Sheet Entering and Editing Data Inserting / Deleting Rows & Columns–AutoFill–Ranges, Formulas –Formatting– Charts–Functions etc.

4. PROJECT WORK(2 CLASSES)

The Project Report shall be computer typed by the candidate himself in a size of not less than 25 pages and the same may be on any one of the following:

- a. Preparation of English Arabic Phrase Book / Glossary of day to day use as giving English Transliteration of the Arabic Terms.
- b. CollectingspecimensofCurrentArabicPassagesfromNewsReports,Journals Manuals / Hand Books etc. and supplementing them with Vocabulary Index and Transliteration.

Add on Course

Add on Course

Ordinator

J.R. Mahavidyalaya

P.O. Amtala, Dist. Msd.

AIMS AND OBJECTIVES

OF

"MODERN ARABIC WITH COMPUTER APPLICATION" (ADD-ON COURSE)

AIMS OF THE COURSE:

Arabic is the widely accepted language. It is official language of more than twenty two countries. It is spoken by more than 380 million people. Besides, it is a language related to a certain religion. It has proved to be a very fitted technological language. The little endeavour through this add-on course is supposed to make students familiar with format of Arabic language. It will also be familiar with technology in Arabic version.

OBJECTIVES OF THE COURSE:

- 1. After completing the course the students will be able to-
- 2.Learn about the basic grammatical rules of Arabic
- 3. Learn modern Arabic terminology & their uses.
- 4. Communicate in both Arabic and type Arabic letter, paragraph etc. in Arabic.
- 5. Run both Arabic and English version of basic usefull computer application.
- 6. Learn by self the modern newspaper terminology and Arab and international news.
- 7. They will be familiar with Arab websites, portals etc. and will be able to be aware of job offers by themselves.

Add Co Manda Color of Series.

RESULT
FOR ADD-ON COURSE' MODERN ARABIC WITH COMPUTER APPLICATION'

	Reg no	Student Id	Name	ATTENDENCE	MARKS	RESULT
SI No				04	11	COMPLETE
1	058056	B.A/20/0216	MOULI MAJHI	04	15	COMPLETE
2	057997	B.A/20/0221	MALA MAJHI	04	12	COMPLETE
3	057895	B.A/20/0222	DIYA PAL	04	13	COMPLETE
4	057880	B.A/20/0223	BILKIS KHATUN		AB	INCOMPLETE
5	058376	B.A/20/0225	SUSMITA GHOSH	00		COMPLETE
6	058687	B.A/20/0227	NAJIBAR RAHAMAN BISWAS	04	14	COMPLETE
7	058521	B.A/20/0239	DEBASISH MONDAL	03	15	COMPLETE
8	058145	B.A/20/0242	RAMI MANDAL	03	17	COMPLETE
9	058863	B.A/20/0249	SAMIUL MONDAL	03	10	COMPLETE
10	058241	B.A/20/0252	SAHELEE GHOSH	04	12	COMPLETE
11	058373	B.A/20/0253	SUPRIYA GHOSH	04	18	COMPLETE
12	058049	B.A/20/0256	MONIRA KHATUN	04	12	COMPLETE
13	058943	B.A/20/0262	SUMAN REJA	04	12	COMPLETE
14	058124	B.A/20/0267	PUJA PAL	03	14	
15	058010	B.A/20/0271	MANONA MONDAL	04	16	COMPLETE
16	058321	B.A/20/0272	SHREYA PAL	03	15	COMPLETE
17	058755	B.A/20/0274	RAJIB MONDAL	04	13	COMPLETE
18	058788	B.A/20/0278	RUBEL HALSONA	03	17	COMPLETE
19	057979	B.A/20/0280	LABANI PAL BAG	04	18	COMPLETE
20	057900	B.A/20/0285	FARHANA KHATUN	04	14	COMPLETE
21	058348	B.A/20/0287	SONIYA AFSANA	04	15	COMPLETE
22	058688	B.A/20/0292	NAJIBUL MONDAL	03	12	COMPLETE
23	058387	B.A/20/0294	TAMANNA KHATUN	04	19	COMPLETE
24	058692	B.A/20/0296	NASIBUL MONDAL	04	16	COMPLETE
25	058337	B.A/20/0299	SONALI KHATUN	00	AB	INCOMPLETE
26	057906	B.A/20/0300	FATEMA KHATUN	00	AB	INCOMPLETE
27	058342	B.A/20/0303	SONIA KHATUN	03	14	COMPLETE
28	058722	B.A/20/0304	PRANTIK PAL	03	15	COMPLETE
29	058771	B.A/20/0305	RAMJAN MONDAL	04	16	COMPLETE
30	058462	B.A/20/0306	AMIT PAL	03	12	COMPLETE
31	058187	B.A/20/0307	RIYA KHATUN	04	10	COMPLETE
32	058168	B.A/20/0308	RIMITA MALITYA	04	09	COMPLETE
33	058676	B.A/20/0323	MUKLES MONDAL	04	03	COMPLETE
34	057978	B.A/20/0326	KULSON KHATUN	00		INCOMPLETE
35	058271	B.A/20/0329	SAMIMA KHATUN		AB	COMPLETE
36	058923	B.A/20/0323	SUBHANKAR BAIRAGYA	04	16	COMPLETE
	030723	D.M. 20/0331	SCHIAIRAR BAIRAGIA	04	09	COMPLETE

Add-on Course

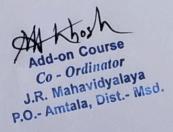
Co - Ordinator

J.R. Mahavidyalaya

P.O.- Amtala, Dist.- Msd.

Teacher-in-Charge
Jalindra-Rajandra Mahavidyalaya
P.U. Amilala, Murshidabad

1				1	12	COMPLETE
37	057995	B.A/20/0336	MAJKURA RAHAMAN	04	14	COMPLETE
38	058842	B.A/20/0337	SAIFUL SHAIKH	04	20	COMPLETE
39	057947	B.A/20/0340	JESMINA KHATUN	04		INCOMPLETE
40	058866	B.A/20/0343	SAMRAT DAS	04	AB	COMPLETE
41	058140	B.A/20/0346	RAKHI MANDAL	04	12	COMPLETE
42	058278	B.A/20/0347	SAMPA KHATUN	04	14	COMPLETE
43	058352	B.A/20/0348	SUDIPTA MANDAL	04	15	INCOMPLETE
44	058772	B.A/20/0352	RAMPRASAD DEY	00	AB	COMPLETE
45	058922	B.A/20/0353	SUBHAJIT PAL	04	15	COMPLETE
46	058372	B.A/20/0354	SUPARNA MANDAL	04	14	COMPLETE
47	057912	B.A/20/0356	FULAN KHATUN	04	14	COMPLETE
48	058300	B.A/20/0358	SATHI MONDAL	04	19	COMPLETE
49	058939	B.A/20/0360	SUKANTA SAHA	04	15	COMPLETE
50	057991	B.A/20/0373	MAHMUDA KHATUN	04	16	COMPLETE
51	058658	B.A/20/0381	MIJANUR BISWAS	04	14	
52	058215	B.A/20/0382	RUPA KHATUN	04	17	COMPLETE
53	058970	B.A/20/0391	TAPAS MONDAL	03	18	COMPLETE
54	058176	B.A/20/0404	RINA BISWAS	04	15	COMPLETE
55	058713	B.A/20/0409	PARVEJ SHAIKH	04	14	COMPLETE
56	058710	B.A/20/0411	PARBAT SHAIKH	03	15	COMPLETE
57	058876	B.A/20/0419	SANTANU PRAMANIK	04	14	COMPLETE
58	058867	B.A/20/0420	SAMSUJJOHA Mondal	04	16	COMPLETE
59	058550	B.A/20/0421	HAMID SAHA	04	14	COMPLETE
60	058467	B.A/20/0424	ANKIT DAS	04	17	COMPLETE
61	058678	B.A/20/0425	MUNJUR SHAIKH	00	AB	INCOMPLETE
62	058005	B.A/20/0426	MAMONI KHATUN	04	10	COMPLETE
63	058565	B.A/20/0427	IBRAHIM SAIKH	04	09	COMPLETE
64	057950	B.A/20/0436	JINIA RUKSA MONDAL	04	08	COMPLETE
65	058846	B.A/20/0437	SAMAUL SK	04	12	COMPLETE
66	058574	B.A/20/0439	ISMAIL SHEKH	03	13	COMPLETE
67	058384	B.A/20/0442	TAIEBA KHATUN	00	AB	INCOMPLETE
68	058239	B.A/20/0446	SAHANAJ KHATUN	04	14	COMPLETE
69	058483	B.A/20/0453	ASHIK MONDAL	04	12	COMPLETE
70	057892	B.A/20/0455	DILRUBA KHATUN	04	15	COMPLETE
71	057924	B.A/20/0463	HAJERA KHATUN	04	14	COMPLETE
72	057891	B.A/20/0465	DEENA GHOSH	04	14	COMPLETE
73	058137	B.A/20/0466	RAJIA SULTANA	04	12	COMPLETE
74	058137	B.A/20/0467	FIROJ SHAIKH	03	12	COMPLETE
75	058522	B.A/20/0468	DEBOBRATA MANDAL	03	18	COMPLETE
76	058522	B.A/20/0469	RAIHAN BISWAS	04	16	COMPLETE
		B.A/20/0469 B.A/20/0476	TAMA PAL			INCOMPLETE
77	058385	B.A/20/04/6	TAMATAL	00	AB	





				1 1	- 1	INCOMPLETE
78	058583	B.A/20/0479	JAYANTA BISWAS	00	AB	COMPLETE
79	058703	B.A/20/0481	NUR ALAM SHAIKH	04	14	
			ALAMGIR MONDAL	04	18	COMPLETE
80	058453	B.A/20/0483		04	15	COMPLETE
81	058795	B.A/20/0484	RUBEL SK	03	12	COMPLETE
82	058732	B.A/20/0495	RAHUL BISWAS	04	18	COMPLETE
83	058836	B.A/20/0510	SAHUL SK		AB	INCOMPLETE
84	058589	B.A/20/0549	JISHU MISTRI	00		COMPLETE
85	058715	B.A/20/0550	PAYEL SHAIKH	04	19	COMPLETE
86	058250	B.A/20/0551	SAHINI AKTAR	03	12	COMPLETE
87	058406	B.A/20/0552	TOUFIKA KHATUN	03	10	COMPLETE
88	058435	B.A/20/0557	Abidur Rahaman Biswas	04	18	COMPLETE
		B.A/20/0569	CHAYAN CHOWDHURY	03	10	
89	058519	B.A/20/0572	RAHUL HOSSAIN SHAH	04	18	COMPLETE
90	058737		INDRAJIT GHOSH	00	AB	INCOMPLETE
91	058570	B.A/20/0736	JAKIR HOSSAIN SK	04	17	COMPLETE
92	058580	B.A/20/0738		04	15	COMPLETE
93	058776	B.A/20/0771	RASEL SAIKH	03	16	COMPLETE
94	058439	B.A/20/0781	ABUSAID MAMUN		14	COMPLETE
95	058844	B.A/20/0782	SAJID HASAN KABIRAJ	03		COMPLETE
96	058170	B.A/20/0783	RIMPA KHATUN	03	15	COMPLETE
97	058022	B.A/20/0784	MEGHLA KHATUN	04	12	COMPLETE
98	057927	B.A/20/0787	HAPIJA BANU	03	18	COMPLETE
99	058564	B.A/20/0790	IBRAHIM MONDAL	04	15	COMPLETE
	058344	B.A/20/0792	REBINA KHATUN	03	16	COMPLETE
100	030147	Dillianion				

COMPLETE-88,

INCOMPLETE-12

Add-on Course

Add-on Course

Co - Ordinator

J.R. Mahavidyalaya

P.O.- Amtala, Dist.- Msd.

Teacher-in-Charge
Teacher-in-Charge
Jatindra-Kajendra Miurshidabad
P.O. Armala, Miurshidabad