



PUNJAB BOARD OF TECHNICAL EDUCATION

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DATE SHEET

COMPUTER OPERATOR

First Annual Examination , 2019

COMPUTER OPERATOR 1ST SEMESTER

DATE	DAY	TIME	SUBJECTS
02/07/2019	Tuesday	9:00 A.M	MSSOFFICE- MS-OFFICE-I (WORD,EXCEL) I
03/07/2019	Wednesday	9:00 A.M	BCOPH INTRODUCTION TO BASIC COMPUTER OPERATION & PERIPHERAL HARDWARE
04/07/2019	Thursday	9:00 A.M	OPROS OFFICE PROCEDURES
05/07/2019	Friday	9:00 A.M	WE-I WORK ETHICS-I
06/07/2019	Saturday	9:00 A.M	OS OPERATING SYSTEM
08/07/2019	Monday	9:00 A.M	FE-I FUNCTIONAL ENGLISH-I

COMPUTER OPERATOR 2ND SEMESTER

DATE	DAY	TIME	SUBJECTS
02/07/2019	Tuesday	1:30 P.M	I&E-MAIL INTERNET & E-MAIL
03/07/2019	Wednesday	1:30 P.M	BC BUSINESS COMMUNICATION
04/07/2019	Thursday	1:30 P.M	FE-II FUNCTIONAL ENGLISH-II
06/07/2019	Saturday	1:30 P.M	MSSOFFICE- MS OFFICE-II (POWER POINT+ OUTLOOK + II MS-ACCESS)
08/07/2019	Monday	1:30 P.M	WE-II WORK ETHICS-II
09/07/2019	Tuesday	1:30 P.M	NC NETWORKING CONCEPTS

(MUHAMMAD MUNAWAR HUSSAIN)
CONTROLLER OF EXAMINATIONS

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