

# Application form

## Two Days Hands-on Workshop on MS Word, Excel, and PowerPoint: For Technical Papers, Thesis, and Documentation

22<sup>nd</sup> to 23<sup>rd</sup> September 2022

1. Name:
2. Designation:
3. Institution:
4. Address for communication:
5. Mobile:
6. E-mail Id:
7. Educational qualification:
8. Area of specialization/interest:

### Online Registration Link

<https://tinyurl.com/MSWordWorkshop2022BMS>

### DECLARATION

The information furnished above is true to the best of my knowledge. I agree to abide by the rules and regulations governing the course. **If selected, I shall attend the course for the entire duration.**

Place: \_\_\_\_\_ Signature of the applicant

Date: \_\_\_\_\_

## Two Days Hands-on Workshop on MS Word, Excel, and PowerPoint: For Technical Papers, Thesis, and Documentation

22<sup>nd</sup> to 23<sup>rd</sup> September 2022



### Resource Persons



Dr. Sainath K



Prof. K Parthan

Organized by

**Department of Chemical Engineering  
&  
Department of Civil Engineering  
B. M. S. College of Engineering  
Bengaluru-560019  
Karnataka, India**

## B.M.S. College of Engineering

B. M. S. College of Engineering was founded in the year 1946 by Late B. M. Sreenivasaiah, and nurtured by his illustrious son, Late B. S. Narayan. BMSCE is the first private sector initiative in Engineering Education in India. BMSCE is in the 75<sup>th</sup> year of dedicated service in the field of Engineering Education. BMSCE today offers 13 Under Graduate & 16 Post Graduate courses, both in conventional and emerging areas. At present, 15 Departments are recognized as Research Centers offering Ph.D./MSc. Engineering by Research in Science, Engineering, Architecture and Management. First Institution in the state bestowed with NBA Accreditation in Tier I Format (Washington Accord). World Bank funded TEQIP Phase I, Phase II, and Phase III Institute, and Partner Institution of the Melton Foundation, USA, which advocates Global Citizenship with exchange of culture. BMS is an Autonomous Institute (UGC approved) since 2008.

### Chemical Engineering Department

The department started in 1995 by the great visionary Late B. S. Narayan, with an intake of 40 students. Subsequently, in the year 2002, the intake was increased to 60 students. The Department is NBA accredited for the duration of 5 years in the year 2004, and then later in 2014 for a period of 5 years accreditation from NBA, India in Tier-1 format under Washington Accord. Now, this accreditation is extended till 2022. The Department has 13 faculty members, who obtained M.Tech. and Ph.D. from institutes of repute. The autonomous undergraduate course takes its cognizance from the program specific criteria established in all reputed institutes offering course in Chemical Engineering. The Research Centre for Ph.D. and MSc. (Engg.) by research was established during the year 2004. Under this research center, totally 4 students have completed their Ph.D.

## Civil Engineering Department

The Department of Civil Engineering was one of the three branches started when B.M.S. College of Engineering was established in 1946. In the past seven decades, the department has seen a lot of progress in academics, research and consultancy. In the year 2008, the UG program was accorded academic autonomy status by VTU which enabled us to have our own curriculum to enhance knowledge, skills and attitudes in students. The department boasts of three PG courses namely Construction Technology, Environmental Engineering and Transportation Engineering and Management. In addition, the department is recognized as a research center by VTU and as a QIP center by MHRD, which has changed the status of the department from primarily UG department to the research-based learning center. So far about 28 candidates have acquired Ph.D. from our research center and more than 65 are pursuing Ph.D. and MSc (Engg.). All this was achievable due to dedicated teaching and non-teaching faculty and the support from the generous management. We have 41 faculty members both from UG & PG, of which 29 have acquired the highest qualification in the form of Ph.D. In the year 2014, the National Board of Accreditation, India has given us Six years of accreditation under Tier-I (Washington Accord) recognizing our academic accomplishments.

### Chief Patrons

Dr. B. S. Ragini Narayan, Donor Trustee, BMSET  
Dr. P. Dayanand Pai, Chairman, BMSET  
Sri. Aviram Sharma, Trustee-BMSET

### Patrons

Dr. S. Muralidhara, Principal  
Dr. Suresh R. Reddy, Vice Principal (Adm.)  
Dr. Bheemsha Arya, Vice Principal (Aca.)

### Organizing Chair

Dr. Y. K. Suneetha, Assoc. Professor & Head  
Department of Chemical Engineering

## Organizing Chair

Dr. H. B. Nagaraj, Professor & Head  
Department of Civil Engineering

### Course Content

1. Introduction to various tabs of MS Word/Excel
2. Automatic Figure and Table numbering
3. Automatic Table of Contents creation
4. Data analysis and visualization
5. Drawing effective plots, images for report/paper

### Objectives and Outcomes

1. Effective use of MS word for paper and report writing
2. Formatting of word documents according to the requirement
3. Formatting of the B.E./M.Tech./Ph.D. thesis as per University guidelines
4. To analyze, interpret and visualize the data
5. To draw plots that can be published in journals, graphical abstract

### Resource Persons

The faculty members of Chemical and Civil Engineering, B.M.S. College of Engineering

### Workshop Convener

Dr. Sainath K, M.Tech. (IITG), Ph.D.(IITB)  
Assistant Professor, Department of Chemical Engineering, B.M.S. College of Engineering

### Workshop Coordinators

Prof. Shabnman Siddiqui, Assistant Professor,  
Department of Chemical Engineering, B.M.S. College of Engineering

## Workshop Coordinators

Prof. Dheeraj N. Kumar, Assistant Professor,  
Department of Civil Engineering, B.M.S. College of Engineering

### Who can attend?

1. UG/PG/Ph.D. Students
2. Faculty of any branch
3. Technical Staff

### Registration fees

1. UG/PG/Ph.D. Students: Rs. 300
2. Faculty of any branch: Rs. 500
3. Technical Staff: Rs. 400

### Important dates

Last date for receipt of Application through the link & registration fee: **22-09-2022**

### How to apply?

Register online using the below link.  
URL:

<https://tinyurl.com/MSWordWorkshop2022BMS>

Provisional selection will be intimated by email, on receipt of registration response and *registration fee with transaction details* **DD/NEFT/RTGS transfer to SB A/C No. 20274185466, IFSC: IDIB000B607, Indian Bank, Hanumanthnagar**, HOD, Department of Chemical Engineering, B. M. S. College of Engineering, payable at Bengaluru so as to reach the coordinator on or before 09-09-2021.

### Address for correspondence

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