

Dated : 20.05.2021

To  
The Officiating Principal  
School of Open Learning  
University of Delhi  
Delhi-110007

**Sub: Computer Application in Business Workshop for B.Com(Hons.) / B.Com.**

**Part-III annual Mode students**

Sir,

On the Request of Students of B.Com. Hons Semester- IV. The department of Commerce, SOL is organizing a workshop on every Saturday and Sunday from 22<sup>nd</sup> May 2021 to 6<sup>th</sup> June 2021 (Three Saturdays and Three Sundays) for the students of B.Com. (Hons.) Semester IVth. Dr. Verinder Kumar would be the resource person of the workshop. Schedule of the workshop

S.no	Date	Day	Time
1	22-05-2021	Saturday	3.00-5.00
2	23-05-2021	Sunday	3.00-5.00
3	29-05-2021	Saturday	3.00-5.00
4	30-05-2021	Sunday	3.00-5.00
5	05-06-2021	Saturday	3.00-5.00
6	06-06-2021	Sunday	3.00-5.00

Following sections are requested to do the following work for the smooth conduct of this workshop

1. Payment of @Rs. 1500/- per hour.
2. Computer section is requested to kindly upload this on the website of the School, and they are also requested that Microsoft meeting links be provided to the concerned resource person and the students at any early date.

Thanking you,

(K.B. Gupta)  
Teacher Incharge  
Department of Commerce