

# IT Training Calendar for 2021-22

Sl. No.	Name of the course	Start Date	End Date	Office Name	Slots
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## June, 21

1	MS-Excel with advanced data analytics features <i>(5 Day Course @ 4 Sessions Per Day)</i>	14/06/2021	18/06/2021	<b>10:00 am to 04:45 pm</b>		
						DGA (HE & SD) 2
						DGA (NAVY) 1
						DGA(CR) 6
						DGA(DS) 1
						PAG(A) Delhi 1
						PDA (AF & WR) 1
						PDA (Energy) 1
						PDA (F & C) 1
						PDA (Infra) 1
						PDA(I & CA) 2
						<b>Total Slots 17</b>

## July, 21

2	MS-Excel with advanced data analytics features <i>(5 Day Course @ 4 Sessions Per Day)</i>	12/07/2021	16/07/2021	<b>10:00 am to 04:45 pm</b>		
						DGA (HE & SD) 1
						DGA (NAVY) 2
						DGA(CR) 5
						DGA(DS) 1
						PAG(A) Delhi 1
						PDA (AF & WR) 1
						PDA (Energy) 1
						PDA (F & C) 1
						PDA (HW & RD) 1
						PDA Rly Comm 1
						PDA(I & CA) 2
						<b>Total Slots 17</b>

Sl. No.	Name of the course	Start Date	End Date	Office Name	Slots
<b>August, 21</b>					
3	MS-Word advanced <i>(5 Day Course @ 4 Sessions Per Day )</i>	02/08/2021	06/08/2021	<b>10:00 am to 04:45 pm</b>	
				DGA (HE & SD)	2
				DGA (NAVY)	2
				DGA(CR)	2
				PAG(A) Delhi	1
				PDA (AF & WR)	1
				PDA (Energy)	2
				PDA (F & C)	2
				PDA (HW & RD)	1
				PDA(I & CA)	3
				<b>Total Slots</b>	<b>16</b>
4	Database concepts, system concepts and Introduction to applications of DBMS <i>(5 Day Course @ 4 Sessions Per Day )</i>	23/08/2021	27/08/2021	<b>10:00 am to 04:45 pm</b>	
				DGA (E & SD)	1
				DGA (NAVY)	2
				DGA(CR)	1
				DGA(DS)	1
				PAG(A) Delhi	1
				PDA (Energy)	1
				PDA (F & C)	1
				PDA(I & CA)	6
				<b>Total Slots</b>	<b>14</b>
<b>September, 21</b>					
5	MS-Word advanced <i>(5 Day Course @ 4 Sessions Per Day )</i>	06/09/2021	10/09/2021	<b>10:00 am to 04:45 pm</b>	
				C & AG	5
				DGA (HE & SD)	2
				DGA (NAVY)	1
				DGA(CR)	2
				DGA(DS)	1
				PAG(A) Delhi	1
				PDA (AF & WR)	1
				PDA (Energy)	2
				PDA (F & C)	1
				PDA (HW & RD)	1
				PDA(I & CA)	3
				<b>Total Slots</b>	<b>20</b>

Sl. No.	Name of the course	Start Date	End Date	Office Name	Slots
6	MS-Excel with advanced data analytics features <i>(5 Day Course @ 4 Sessions Per Day )</i>	20/09/2021	24/09/2021		
		<b>10:00 am to 04:45 pm</b>			
				DGA (HE&SD)	2
				DGA (NAVY)	1
				DGACR	6
				PAG (A) DELHI	1
				PDA (Energy)	2
				PDA (F & C)	1
				PDA (INFRA)	1
				PDA(I & CA)	3
				<b>Total Slots</b>	<b>17</b>

### October, 21

7	Database concepts, system concepts and Introduction to applications of DBMS <i>(5 Day Course @ 4 Sessions Per Day )</i>	04/10/2021	08/10/2021		
		<b>10:00 am to 04:45 pm</b>			
				DGA (E & SD)	1
				DGA (NAVY)	1
				DGA(CR)	2
				PDA (F & C)	2
				PDA (Infra)	1
				PDA(I & CA)	6
				<b>Total Slots</b>	<b>13</b>

### November, 21

8	Public Financial Monitoring system (PFMS) and important features of E-lekha data software <i>(2 Day Course @ 4 Sessions Per Day )</i>	16/11/2021	18/11/2021		
		<b>10:00 am to 04:45 pm</b>			
				DGA (HE & SD)	4
				DGA(CR)	6
				PDA (Energy)	1
				PDA (F & C)	3
				PDA Rly Comm	1
				PDA(I & CA)	9
				<b>Total Slots</b>	<b>24</b>

Sl. No.	Name of the course	Start Date	End Date	Office Name	Slots
<b>December, 21</b>					
9	Budgetary process in the government, usage of iBEMS in IA&AD and integration with PFMS <i>(2 Day Course @ 4 Sessions Per Day )</i>	13/12/2021	14/12/2021	<b>10:00 am to 04:45 pm</b>	
				C & AG	1
				DGA (HE & SD)	2
				DGA (NAVY)	6
				DGA(CR)	1
				PDA (Energy)	1
				PDA (F & C)	6
				PDA (Infra)	1
				PDA Rly Comm	1
				PDA(I & CA)	5
				<b>Total Slots</b>	<b>24</b>
10	Interactive Data Extraction and Analysis (IDEA) <i>(5 Day Course @ 4 Sessions Per Day )</i>	20/12/2021	24/12/2021	<b>10:00 am to 04:45 pm</b>	
				DGA (HE & SD)	1
				DGA(CR)	5
				PDA (AF & WR)	1
				PDA (Energy)	3
				PDA (F & C)	3
				PDA (Infra)	1
				PDA Rly Comm	1
				PDA(AF&N)	2
				PDA(I & CA)	7
				<b>Total Slots</b>	<b>24</b>
<b>January, 22</b>					
11	Data Analytics using TABLEAU <i>(3 Day Course @ 4 Sessions Per Day )</i>	05/01/2022	07/01/2022	<b>10:00 am to 04:45 pm</b>	
				DGA (HE & SD)	2
				DGA(CR)	3
				PDA (Energy)	2
				PDA (F & C)	1
				PDA (Infra)	1
				PDA(AF&N)	1
				PDA(I & CA)	3
				PDA(NR)	1
				<b>Total Slots</b>	<b>14</b>

Sl. No.	Name of the course	Start Date	End Date	Office Name	Slots
12	IT audit advanced (Auditing in IT Environment) <i>(5 Day Course @ 4 Sessions Per Day )</i>	17/01/2022	21/01/2022		
		<b>10:00 am to 04:45 pm</b>			
				DGA (NAVY)	1
				DGA(CR)	7
				PDA (Energy)	1
				PDA (F & C)	2
				PDA(I & CA)	9
				<b>Total Slots</b>	<b>20</b>
<b>February, 22</b>					
13	IT audit advanced (Auditing in IT Environment) <i>(5 Day Course @ 4 Sessions Per Day )</i>	14/02/2022	18/02/2021		
		<b>10:00 am to 04:45 pm</b>			
				DGA (NAVY)	2
				DGA(CR)	7
				PDA (Energy)	1
				PDA (F & C)	1
				PDA (Infra)	1
				PDA(I & CA)	9
				<b>Total Slots</b>	<b>21</b>
14	Data Analytics using TABLEAU <i>(3 Day Course @ 4 Sessions Per Day )</i>	23/02/2022	25/02/2022		
		<b>10:00 am to 04:45 pm</b>			
				DGA (HE & SD)	1
				DGA(CR)	4
				PDA (Energy)	1
				PDA (F & C)	2
				PDA Rly Comm	1
				PDA(AF&N)	1
				PDA(I & CA)	3
				<b>Total Slots</b>	<b>13</b>
				<b>Grand Total Slots</b>	<b>254</b>