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Sarat Centenary College

Dhaniakhali, Hooghly

Founded: 1976
Recognised Under UGC 2F&12B
WB Govt. Aided
Affiliated to The University of Burdwan

GUIDELINES FOR STUDENTS

On

How to use the Resources available

For

Vocational Education and Training Minor Courses

available at the

'Vocational' Menu Button in the Home Page of the College Website

- Go to college website <https://scollegednk.ac.in>
- At the top header of the college website there is a menu button – 'Vocational' – Click it or visit https://scollegednk.ac.in/vocational_course.php
- You will see the following courses:

Study Materials for SEM-III vocational courses 2024-25

Course	Study Materials
Human Resource Management (HRM3021)	Click here
Retail Sales Associate (RSA3021)	Click here
Medical Sales Representative (MSR3021)	Click here

- Click on the 'Click here' beside the course you have chosen to reach the folder containing all the study materials for the course you have chosen.
- You will find folders with names like, for example: "32. HRM3021_Class32" – here 32 indicates folder number, HRM indicates Human Resource Management, 3021 indicates Course Code, Class32 indicates course material serial number 32.
Here you have to follow your course from the lowest folder number which will contain the earliest course material for your course – and after that please progress onward in ascending order to the next folder for accessing the next course material for your course.
- Each folder contains a lecture video in .mp4 format, a presentation in .ppt or .pptx or .pdf format, and a study material in .doc or .docx or .pdf format.

For any query or support please email to study@scollegednk.ac.in

S. K. Basak

Dr Sandip Kumar Basak
Principal

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