JHARGRAM RAJ COLLEGE

DEPARTMENT OF COMMERCE

NOTICE   Date: 02.12.2024

Sem-l Major B.Com (Hons.) students are directed to prepare a Working Note Book using **AI tools** approx **2000 words**, as part of their **practical exam** in **Secretarial Practice** and submit to the Department within **5ᵗʰ January 2025**. For the above purpose they are asked to consult with **Dr. Surajit Biswas** and **Priya Tamang**.

P. Pawdw

Head

Department of Commerce

Jhargram Raj College