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SAMPLE FILES FOR WORKSHOPS

Workshops

The document details a **three-day workshop** on "Basics of Computer Applications and Desktop Publishing" held for Bachelor of Journalism and Mass Communication (BJMC) students at **Lucknow Public College of Professional Studies**, affiliated with the University of Lucknow. The event, led by Mr. Ankur Verma, aimed to provide essential digital competencies in computer applications and desktop publishing.

Day 1:

The workshop began with a session on **MS Office**, focusing on Word and PowerPoint. Students learned how to use office tools for creating documents and presentations, manage data, and automate tasks. The importance of software tools like word processors, presentation tools, and databases was emphasized. These tools help create reports, databases, and presentations efficiently, using features such as slides, images, graphs, and more.

Day 2:

The focus shifted to **Adobe Photoshop**, where students were introduced to basic image manipulation techniques like cropping, resizing, and rotating. Photoshop was presented as a versatile tool for photo editing, allowing users to work with layers, smart objects, blend modes, and filters. This session was designed to help students understand the basics of digital art and graphic design.

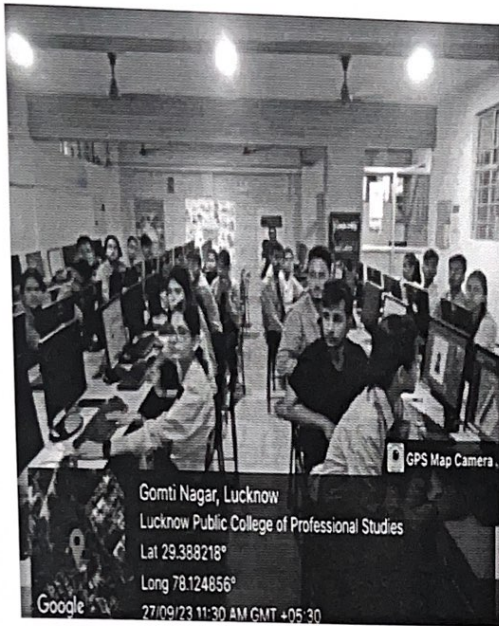
Day 3:

The final day covered **CorelDRAW**, a vector graphic design software. Students were introduced to the interface and learned how to use it for creating and editing vector graphics, such as logos and illustrations. CorelDRAW was highlighted for its application in advertising, marketing, and publication design, making it a valuable tool for students interested in media and communication.

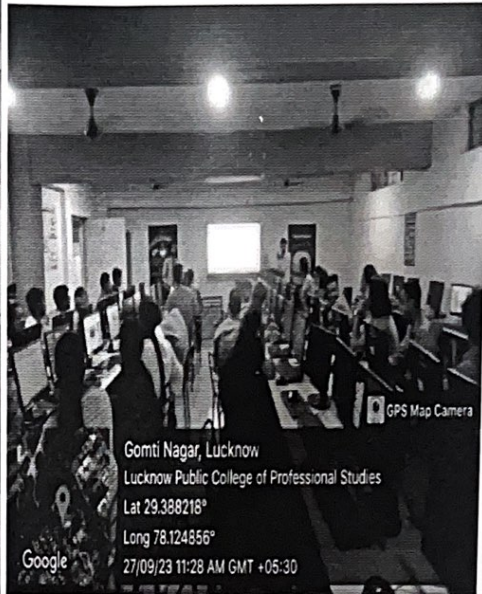
Overall, the workshop provided a strong foundation in essential digital tools, equipping participants with skills necessary for academic and professional success in a digitally-driven world.



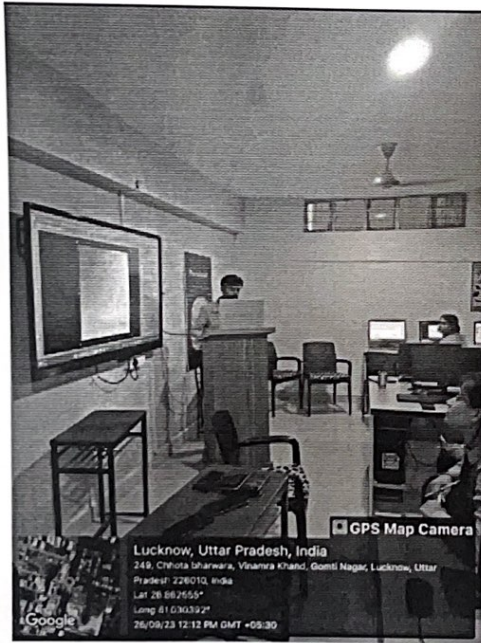
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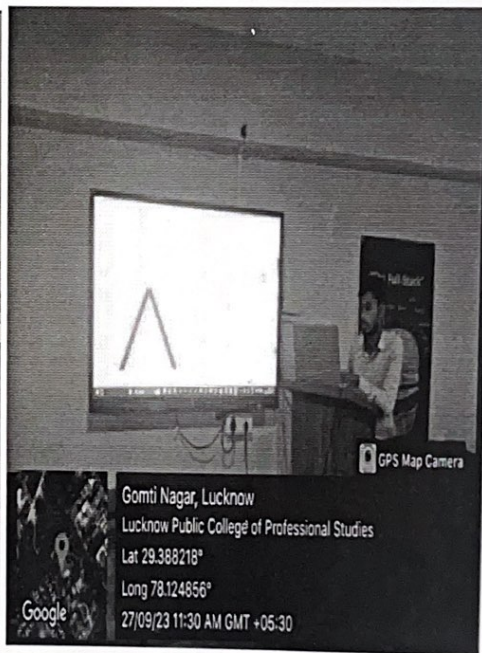
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