



# PUNJAB BOARD OF TECHNICAL EDUCATION

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## DATE SHEET

### COMPUTER OPERATOR

( Theory And Practical )

Second Annual Examination , 2021

#### COMPUTER OPERATOR 1ST SEMESTER

DATE	DAY	TIME	SUBJECTS
16/12/2021	Thursday	9:00 A.M	WE-I WORK ETHICS-I
17/12/2021	Friday	9:00 A.M	FE-I FUNCTIONAL ENGLISH-I
18/12/2021	Saturday	9:00 A.M	OPROS OFFICE PROCEDURES
20/12/2021	Monday	9:00 A.M	MSOFFICE-I MS-OFFICE-I (WORD,EXCEL)
21/12/2021	Tuesday	9:00 A.M	OS OPERATING SYSTEM
22/12/2021	Wednesday	9:00 A.M	BCORH INTRODUCTION TO BASIC COMPUTER OPERATION & PERIPHERAL HARDWARE
23/12/2021	Thursday	9:00 A.M	MSOFFICE-I MS-OFFICE-I (WORD,EXCEL) (PRACTICAL)
24/12/2021	Friday	9:00 A.M	BCOPH INTRODUCTION TO BASIC COMPUTER OPERATION & PERIPHERAL HARDWARE (PRACTICAL)
27/12/2021	Monday	9:00 A.M	OS OPERATING SYSTEM (PRACTICAL)
28/12/2021	Tuesday	9:00 A.M	OPROS OFFICE PROCEDURES (PRACTICAL)

#### COMPUTER OPERATOR 2ND SEMESTER

DATE	DAY	TIME	SUBJECTS
16/12/2021	Thursday	1:30 P.M	WE-II WORK ETHICS-II
17/12/2021	Friday	02:00 P.M	FE-II FUNCTIONAL ENGLISH-II
18/12/2021	Saturday	1:30 P.M	I&E-MAIL INTERNET & E-MAIL
20/12/2021	Monday	1:30 P.M	MSOFFICE-II MS OFFICE-II (POWER POINT+ OUTLOOK + MS-ACCESS)
21/12/2021	Tuesday	1:30 P.M	BC BUSINESS COMMUNICATION
22/12/2021	Wednesday	1:30 P.M	NC NETWORKING CONCEPTS
23/12/2021	Thursday	1:30 P.M	MSOFFICE-II MS OFFICE-II (POWER POINT+ OUTLOOK + MS-ACCESS) (PRACTICAL)
24/12/2021	Friday	02:00 P.M	I&E-MAIL INTERNET & E-MAIL (PRACTICAL)
27/12/2021	Monday	1:30 P.M	INPAGE INPAGE (PRACTICAL)
28/12/2021	Tuesday	1:30 P.M	NC NETWORKING CONCEPTS (PRACTICAL)

(MUHAMMAD MUNAWAR HUSSAIN)  
CONTROLLER OF EXAMINATIONS

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