



ST. JOSEPH'S DEGREE COLLEGE,
Sunkesula Road, Kurnool.



Extension Activity on
COMPUTER LITERACY
In Govt. Elementary School

ACADEMIC YEAR
2023-2024

Course Co-ordinators:

B. Manju Bhargavi

K. Chaitanya Lakshmi

P. HariKrishna Reddy

CIRCULAR

12-02-2024,

Kurnool.

It is mandatory for every student of our college to use Teaching Aids in the class. Keeping the necessity and the importance of Computers, the Department of Computer science has decided to organize computer literacy program for the Govt. Elementary School students to use technology effectively and to get the knowledge in the field of Information Technology. So, I request to consider the proposal and permit to conduct the Extension Activity on Computer Literacy

S Latha Rani
Head of the Department,
Department of Computer Science

REQUEST LETTER TO ELEMENTARY SCHOOL HEAD MASTER



St. JOSEPH'S DEGREE COLLEGE
Sunkesala Road, Kurnool – 518 004.A.P.

(Affiliated to Rayalaseema University, Kurnool)
Email id: sjcknl@yahoo.com; website: sjcknl@edu.in; Phone: 08518 226268

To
The Head Master,
Municipal Corporation Primary School,
Kotha Peta(RB),
Dise Code: 28210791127
Kurnool.

Date: 28-02-2024

Respected Sir/Madam,

Sub: Conduct of computer fundamental classes to the primary school children –
Request for permission-reg.

We, the department of Computer Science, St. Joseph's Degree College, Sunkesala Road, Kurnool here with submit a few lines for your consideration. These days computer knowledge is essential in all aspects of life. This provides a wonderful platform for the school children to develop in order to meet to the requirements of the society technically.

In this regard, we and our students are very keen and interested with a service motto, to impart computer knowledge for the pupils of your school. We desire to teach the primary school students. Hence, we request you to kindly permit and cooperate with us to go ahead and make it a successful one.

Thanking you

Yours faithfully

(S Latha Rani)

HOD of Computer Science,
St. Joseph's Degree College,
Sunkesala Road, Kurnool.

APPRECIATION LETTER FROM ELEMENTARY SCHOOL HEAD MASTER

Kurnool ,

Dt: 28-03-2024.

From
The Head Master,
Municipal Corporation Primary School,
Kotha Peta (RB),
Dise Code : 28210791127
Kurnool.

To
The Principal,
St. Joseph's Degree College,
Sunkesula Road,
Kurnool.

Sub: Participation of students in Computer Literacy Program – reg.

Respected Madam,

I congratulate all the students for their active participation in teaching about computer literacy in our campus. We are grateful for selecting our primary school for this program.

Thanking You,

Yours Sincerely,

N. S. Shanith
HEADMASTER
Mpl. Corporation Primary School,
HEADMASTER (Kotha Bazar)
MCPS, Kurnool
41-Kothapeta

GIST

An Extension Activity on “**Computer Literacy in Govt. Elementary School**” was conducted by computer science department of St. Joseph’s Degree College, Kurnool everyday between February to March, 2024. The event aimed to promote computer literacy and education among the children while emphasizing the power and significance that computer education holds. By engaging in various interactive activities, the students of the Department of Computer Science sought to create a stimulating and enjoyable learning environment for the elementary school students.

OBJECTIVE:

The primary objective of the extension activity was to foster computer literacy and education among the children and underscore the vital role that education plays in their lives. By organizing interactive activities, the event aimed to promote basic computer literacy skills such as reading, writing and comprehension. Another objective was to motivate the students to continue their computer education and recognize the value of education as a tool for future success.

OUTCOME:

The extension activity at Government Elementary School, Kothapeta, Kurnool proved to be a resounding success. The event achieved its objectives of promoting computer literacy and education among the children while highlighting the significance of education in their lives. Through the interactive activities, the children not only acquired essential computer literacy skills but also developed a keen interest in learning. By encouraging them to ask questions and share their experiences, the activity fostered a positive and inclusive learning environment.

The topics were covered as a part of this activity:

SNO	DATE	TOPICS COVERED
1	29-02-2024	Introduction to Computer
2	01-03-2024	Characteristics of computer
3	02-03-2024	Uses of computer
4	04-03-2024	Block diagram of Computer
5	05-03-2024	Types of computers based on work
6	06-03-2024	Types of computers based on size
7	07-03-2024	Types of Computer Software
8	20-03-2024	Types of Computer Memories
9	21-03-2024	Internal Working of Computer
10	22-03-2024	Computer Generations
11	23-03-2024	Computer Generations
12	25-03-2024	Computer-Input Devices
13	26-03-2024	Computer-Output Devices
14	27-03-2024	Introduction to Internet
15	28-03-2024	Valedictory

Student Trainees: 08

II BCOM	II MPCS
K.Raja Vardhan	K.Narendra
K.Ravi	P.Jaleel Basha
V.Hari Achyuth	V.M.Abdul Mehtaab
D.Rahul	R.Kiran Kumar

FEEDBACK LINK: [View](#)

