

Post Graduate Diploma in Office Management

Project Topic Session 2019-2020

S.NO.	Name	Enrl No.	Project Topic	Under the Supervision
1	MAZHAR AHMAD	DAC0503	The impact of ICT on the performance of workers in academic Institutions.	Dr. Yasir Arafat
2	RUKAYYA	DAB1676	Implications of on-the-job-training on the career prospects of secretaries in private organizations	Dr. MohdTaqi
3	DIPTI SHARMA	DAC0504	Impact of effective filing system in academic Institutions.	Dr. Furqan Khan
4	ILMA MASROOR	DAB0939	Performance Evaluation of a Professional Secretary and a Computer Operator in Hotel Industry.	Dr. MohdTaqi
5	ASHISH JHANJI	GJ6309	The role of technology in office management of academic institutions.	Dr. Yasir Arafat
6	SABA ISHRAT	GD9024	The role of technology in office management of academic institutions.	Dr. Furqan Khan
7	AMBREEN SHAHID	FA0036	The role of technology in office management of academic institutions.	Dr. MohdTaqi
8	SHAZIA SHAKEEL	GD9094	A survey of ICT skills needed for effective performance of secretaries in public organizations in India.	Dr. Yasir Arafat
9	AIYSHA SHAKEEL ABBASI	CC8566	Impact of effective filing system in academic Institutions.	Dr. Furqan Khan
10	ADNAN ALEEM	GI7726	The impact of ICT on the performance of workers in academic Institutions.	Dr. MohdTaqi


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