Dear All,

St. Xavier's College, XRCVC -Viviana extension is happy to announce an **online workshop on the theme "Fundamentals of Microsoft Word with NVDA**". under its Tech Roshni series – A step at bridging the digital divide for blind and low vision persons. **This Workshop is supported by the Dhun Pestonji Parakh Discretionary Trust**.

Microsoft word is an old, popular and renowned word processor programs all over world. Occasionally called Word, MS Word or WinWord. is one of the office productivity applications included in the Microsoft Office suite.

MS Word consists of many features including text and font formatting, spell check, grammar check, HTML support, image support, advanced page layout, and more. These features allow users to produce professional-quality documents, reports, letters, and resumes.

The fundamental tasks of MS Word will be covered practically in this session.

Eligibility: participants should have good knowledge of English language, typing and screen reader.

Limited seats are available for the session.

Those interested should kindly register by using the link appended below.

https://forms.gle/G3CVopntjDCykYEX8

Resource Persons: Vikas Dabholkar and Keshavan Nadar.

Criteria: Persons with print disabilities such as blind and low vision. Participant should be a screen reader user.

Date: 24th December 2022, (Saturday).

Time: 4.30 pm to 5.30 pm.

Venue: Online Session (Zoom conferencing platform)

The registration link will close at 6.00 pm. On Thursday 22nd December 2022.

Important Note:

1. Instructions to login will be sent by email on 23rd December 2022, Friday to the registered participants only.
2. After clicking the above given link, fill the form. Please do not click on Request Edit Access button. If you click on it the form will not get submitted. Once the form is filled then click on Submit button only.
3. Participants are requested to use their personal earphones/headphones during the session.
4. After successful form submission, you will receive acknowledgement email from Google.

Thanks,
Vikas Dabholkar,
Computer Instructor - Consultant technology,
Xavier's Resource Centre for the Visually Challenged (XRCVC)
XRCVC, St. Xavier's College, Mumbai | XRCVC-Viviana Extension, Viviana Mall, Thane
www.xrcvc.org