

Dear All,

**St. Xavier's College, XRCVC -Viviana extension on popular demand is happy to announce an online workshop on the theme "Excel, Tricks of Trade!". under its Tech Roshni series – A step at bridging the digital divide for blind and low vision persons. This Workshop is supported by the SBI Foundation - Centre of Excellence (COE) forPWDs.**

Microsoft Excel is a powerful application that stores a wide range of data in tabular format, making it easy to access and navigate. It organizes calculations and generates different types of reports in one click. In this process, the function and formulae play a dynamic role.

Excel is a very popular spreadsheet program used in educational institutions, offices, or homes all over the world. It is a product of Microsoft Corporation.

In this workshop, the basic techniques of using such frequently used functions and formulae will be considered practically with the help of Open-source screen reader NVDA.

**Eligibility:** Participants should have good knowledge of NVDA and Excel.

Limited seats are available for the session.

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

<https://forms.gle/fYadSfwUNGCM1sd6>

**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:** 14<sup>th</sup> January 2023, (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 12<sup>th</sup> January 2023.

**Important Note:**

1. Instructions to login will be sent by email on 13<sup>th</sup> January 2023, 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](http://www.xrcvc.org)