



Gujarat Technological University

Report

On

Capacity Building and Skill Enhancement Program

for Administrative Officers and Staff Members

Date: 30th March 2024

Time: 3:30 pm to 5:30 pm

Venue: Computer Lab, Graduate School of Management Studies, GTU

Session by Mr. Harshad Barot

(Sr. Specialist, HR Operation in Baxter Pharmaceuticals India Pvt. Ltd.)

on

'Workshop on Advanced MS Excel'



Participants of Awareness Program of "Advanced MS Excel under Capacity Building and Skill Enhancement Program "



Mr. Harshad Barot, Sr. Specialist, HR Operation in Baxter Pharmaceuticals India Pvt. Ltd. was invited to conduct a session under the 'Capacity Building and Skill Enhancement Program for administrative staff'. The focus was to provide hands-on-training on using the advanced features of Microsoft Excel. Staff members of University enthusiastically participated in the program. Certificates were distributed to them for attending the session.