Dear Friends,

The XRCVC is happy to announce **online session on theme “Fundamentals of Microsoft Word with NVDA”**.

**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. It is accessible for Microsoft Windows, Apple macOS, Android, Apple iOS and Linux operating system.

**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 résumés.

The important 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/i5QYfVUgLCPik5jp9](https://forms.gle/i5QYfVUgLCPik5jp9)

**Resource Persons**: Vikas Dabholkar and Aniket Gupta

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

**Date**: 5th September 2020, (Saturday).

**Time**: 2.30 pm to 3.30 pm.

**Venue**: Online Session (Zoom conferencing platform)

The registration link will close at 6 pm on Thursday 3rd September2020.

**Important Note:**

1. Instructions to login will be sent by email on 4th September 2020, 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 - Technical Consultant,

XRCVC,

St. Xavier’s College, Mumbai