

CERTIFICATE IN SECRETARIAL STUDY I

Class teacher : HUBA ALI HIMID

The Institute of Public Administration

R 1, R 2, R 3, R 4, R 6, R 7, R 8, R 9, R 10, R 11, R 12, R14, R15, R 5, R 13

	1 07:30 - 08:25	2 08:25 - 09:20	3 09:20 - 10:15	4 10:15 - 11:10	5 11:10 - 12:05	6 12:10 - 01:10	7 01:10 - 02:05	8 02:05 - 03:00	9 03:00 - 03:55	10 04:05 - 05:00
Mo						CSS I/CPA II R 10 GENERAL STUDIES Ms: MWAMVUA		CSS I R 6 HATIMKATO NADHARIA Ms: MARYAM	CSS I R 6 HATIMKATO NADHARIA Ms: MARYAM	CSS I LAB 2 INTRODUCTION TO COMPUTER Ms: HUBA
Tu								CSS I R 4 INTRODUCTION TO OFFICE PRACTICE Ms: MARYAM	CSS I/CPA II R 10 GENERAL STUDIES Ms: MWAMVUA	CSS I/CPA II R 10 GENERAL STUDIES Ms: MWAMVUA
We			CSS I R 3 SHORT HAND THEORY Ms: HUBA	CSS I R 6 SHORT HAND THEORY Ms: HUBA	CSS I TYPING R TYPE WRITNG I Mr: KALEZA				CSS I INTRODUCTION TO OFFICE PRACTICE Ms: MARYAM	CSS I R 8 HATIMKATO NADHARIA Ms: MARYAM
Th							CSS I R 6 BASIC COMMUNICATION SKILLS ALI SAID	CSS I R 2 BASIC COMMUNICATION SKILLS ALI SAID	CSS I LAB 2 INTRODUCTION TO COMPUTER Ms: HUBA	CSS I LAB 2 INTRODUCTION TO COMPUTER Ms: HUBA
Fr	CSS I R 6 SHORT HAND THEORY Ms: HUBA	CSS I R 6 SHORT HAND THEORY Ms: HUBA		CSS I TYPING R TYPE WRITNG I Mr: KALEZA	CSS I TYPING R TYPE WRITNG I Mr: KALEZA					

CERTIFICATE IN SECRETARIAL STUDY II

Class teacher : NASSOR YUNUS MIRAAJ
R 1, R 2, R 3, R 4, R 6, R 7, R 8, R 9, R 10, R 11, R 12, R 14, R 15, R 5, R 13

The Institute of Public Administration

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Mo	CSS II R 4 SHORT HAND SPEED Mr: KALEZA	CSS II R 9 SHORT HAND SPEED Mr: KALEZA		CSS II LAB 2 COMPUTER APPLICATION Ms: HUBA	CSS II LAB 2 COMPUTER APPLICATION Ms: HUBA	CSS II R 12 COMMUNICATION SKILLS Mr: MATTAR	CSS II R 1 OFFICE PRACTICE Mr: NASSOR	CSS II R 3 OFFICE PRACTICE Mr: NASSOR		
Tu		CSS II LAB 2 COMPUTER APPLICATION Ms: HUBA	CSS II TYPING R TYPE WRITING II Mr: KALEZA	CSS II TYPING R TYPE WRITING II Mr: KALEZA						
We		CSS II R 5 SHORT HAND SPEED Mr: KALEZA	CSS II R 5 SHORT HAND SPEED Mr: KALEZA			CSS II R 11 HATIMKATO KASI 80MKD Ms: MARYAM				
Th	CSS II TYPING R TYPE WRITING II Mr: KALEZA		CSS II R 10 HATIMKATO KASI 80MKD Ms: MARYAM	CSS II R 1 HATIMKATO KASI 80MKD Ms: MARYAM						
Fr						CSS II R 1 HATIMKATO KASI 80MKD Ms: MARYAM	CSS II LAB 2 COMPUTER APPLICATION Ms: HUBA	CSS II R 1 COMMUNICATION SKILLS Mr: MATTAR	CSS II R 1 COMMUNICATION SKILLS Mr: MATTAR	