

## OFFICE TECHNOLOGY DEPARTMENT



(L-R) MS JIUTATICI LAGILAGI, MRS. USHA CHANDRA

The Office Technology is the study of information technology and business administration. It caters for students who wish to proceed further in business – related fields. Because technology is constantly evolving, the office technology of a decade from now could look very different. At one period in history, office technology was the stapler or the light bulb, so it has and will continue to evolve dramatically over time. The information acquired officially coming about an individual has an example of thought and conduct as per the training they have acquired. At the Office Technology department, our main aim is to meet the needs of an individual child and acquire skills and knowledge easily if we make the surroundings purposeful and conducive. The Office Technology department strives to face all challenges and do the best for our students.

I acquired the role of Teacher In Charge for Office Technology in April this year. The department consists of two hardworking teachers, Mrs. Lagilagi and myself who shares the teaching load. Students from year nine to year thirteen take Office Technology.

The department teachers work tirelessly to support our students at DAV College. The Office Technology department strives to prepare students for real life challenges to match with the advanced technology and globalization. We have been collectively working to serve the cause of education for the betterment of our children here at DAV College.

I would like to thank the principal and the vice principal for their tireless support rendered to the Office Technology department. I am confident that with the support and co-operation, we will take the Office Technology department to the next level.

I wish everyone a Merry Christmas and a Joyous 2023

Thank You

Ms. Usha Chandra

(Teacher-In-Charge Office Technology)