

# SOFTWARE & HARDWARE COURSES

## **C01 : MASTER DIPLOMA IN COMPUTER & BUSINESS APPLICATION**

### **MDCBA-15 MONTHS**

#### **SEMESTER-1**

Computer Fundamentals, MS DOS & Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access, MS Front Page), C & C++ Language

#### **SEMESTER-2**

Corel Draw, Page Maker, Photo Shop, Visual Basic, HTML & DHTML, Java Script.

#### **SEMESTER-3**

Advance Java, Accounting Package (Tally), Internet & Email

## **C02 : ADVANCED DIPLOMA IN COMPUTER & INTERNET APPLICATION**

### **ADCIA-12 MONTHS**

#### **SEMESTER-1**

MS DOS & Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access, MS Front Page), C & C++ Language

#### **SEMESTER-2**

Corel Draw, Page Maker, Photo Shop, HTML & DHTML, Java Script.

## **C03 : PROFESSIONAL DIPLOMA IN COMPUTER & INTERNET APPLICATION**

### **PDCIA-12 MONTHS**

#### **SEMESTER-1**

MS DOS & Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access, MS Front Page), C & C++ Language

#### **SEMESTER-2**

Corel Draw, Page Maker, Photo Shop, HTML & DHTML, Accounting Package (tally)

## **C04 : DIPLOMA IN COMPUTER & INTERNET PROGRAMMING**

## **DCIP-12 MONTHS**

### **SEMESTER-1**

Computer Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access, MS Front Page), C & C++ Language

### **SEMESTER-2**

Visual Basic, Java,, Accounting Package (tally) , Internet & E-mail

## **C05 : DIPLOMA IN COMPUTER & BUSINESS APPLICATION**

## **DCBA-12 MONTHS**

### **SEMESTER-1**

Computer Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access, MS Front Page), Corel Draw , Page Maker , Photo Shop

### **SEMESTER-2**

HTML & DHTML, Java Script,, Accounting Package (tally) , Internet & E-mail.

## **C06 : DIPLOMA IN COMPUTER BUSINESS APPLICATION & HARDWARE MAINTENANCE**

## **DCBAHM-12 MONTHS**

### **SEMESTER-1**

Computer Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access, MS Front Page),HTML & DHTML, Java Script

### **SEMESTER-2**

Accounting Package (tally) , PC Assembling , Software Installation , Intro of Networking, Virus Protection, Internet & E-mail

## **C07 : DIPLOMA IN COMPUTER FINANCIAL ACCOUNTING & GRAPHICS DESIGNING**

## **DCFAGD-12 MONTHS**

### **SEMESTER-1**

Computer Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access, MS Front Page),Corel Draw

## **SEMESTER-2**

Adobe page Maker, Adobe Photo Shop, Scanning & Printing Technology, Accounting Package (tally) ,, Internet & E-mail

## **C08 : DIPLOMA IN COMPUTER TEACHER TRAINING**

### **DCTT-12 MONTHS**

#### **SEMESTER-1**

Computer Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access, MS Front Page),C & C++ Language

#### **SEMESTER-2**

Corel Draw,page Maker,Photo Shop ,Accounting Package (tally) ,, Internet & E-mail,Personality Development,Methods of Teaching.

## **C09 : ADVANCED DIPLOMA IN COMPUTER & NETWORKING TECHNOLOGY(CHIP LEVEL)**

### **ADCHNT-12 MONTHS**

#### **SEMESTER-1**

Basic Fundamental of Hardware , Use of Multi Meter , Multi Vibrator & Soldering, Assembling & Deassembling of PC Maintenance, Upgrading & Troubleshooting ,Installation of Operating System Softwares , Introduction Of Printers (Ink jet, DMP & Laser) , Introduction of Networking.

#### **SEMESTER-2**

Analog & Digital Electronics S.M.P.S : Diffrent Section in AT power supply , Tracing of AT Power Supply & Fault Finding .Monitor: Diffrent block stage vertical

section ,Horizontal Section ,EHT,Video Signal Stage Tracing of Circuits & Fault Finding .U.P.S.:Electronics Component Testing,Knowledge of Battery &

charger, U.P.S. Power Supply & LED . Spare Parts Identification ,Circuit Tracing, Component Replacing & Checking , Assembling of UPS,AVR Setting

, Fault Finding, Use of Variac, Multi Meter, Frequency Meter & C.R.O.PRINTERS:Dot Matrix,Ink Jet & Laser Printer, Scanner:Diffrent stages power supplyfault

T & S:Mother Board, CD-ROM/Writer FDD, Key Board, Mouse.Laptop Maintenance:Fundamental of Laptop,Diffrent Sections of Power Supply with

Circuits, Different Section of LCD/TFT Display, Pin Details of Micro Processor, CMOS Description, Circuit of laptop motherboard, Section of Keyboard &

Mouse Description, Different Storage devices & circuit, internet Fault Finding.

### **C10 : DIPLOMA IN COMPUTER & INTERNET APPLICATION**

#### **DCIA-6 MONTHS**

Computer Fundamentals, MS DOS & Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access), Internet & Email

### **C11 : DIPLOMA IN COMPUTER FINANCIAL ACCOUNTING**

#### **DCFA-6 MONTHS**

Computer Fundamentals, MS DOS & Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access), Financial Accounting (TALLY), Internet & Email

### **C12 : DIPLOMA IN DESK TOP PUBLISHING**

#### **DDTP-6 MONTHS**

Corel Draw, page Maker, Photo Shop, Internet & Email

### **C13 : DIPLOMA IN COMPUTER PROGRAMMING**

#### **DGP-6 MONTHS**

Computer Fundamentals, MS DOS & Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access, MS Front page),

Fox Pro Programming, Programming Concept with C Language, Internet & Email.

### **C14 : DIPLOMA IN MS OFFICE & HARDWARE MAINTENANCE**

#### **DMHM-6 MONTHS**

Computer Fundamentals, MS DOS & Windows, MS Office (MS Word, MS Excel, MS Power Point, MS Access, MS Front page), Basic Fundamental of

Hardware, Use of Multi Meter, Multi Vibrator & Soldering, Assembling & Deassembling of PC Maintenance, Upgrading & Troubleshooting, Installation of

Operating System Softwares, Introduction of Printers (InkJet, DMP & Laser), Introduction of Networking.

## **C15 : DIPLOMA IN COMPUTER HARDWARE MAINTENANCE**

### **DCHM-6 MONTHS**

Basic Fundamental of Hardware, Use of Multi Meter, Multi Vibrator & Soldering , Assembling & Deassembling of PC Maintenance,UpgradingTroubleshooting, Installation of Operating System Softwares, Introduction of Printers (InkJet,DMP & Laser), Introduction of Networking.,

Analog Electronics, Digital Electronics, Operating Systems, Microprocessors.

## **C16 : CERTIFICATE IN AUTOCAD**

### **CAC-3 MONTHS**

Working with user Interface , Working with Drawing view & Objects, Colour Line & Cordinates, Working with 3D Models & Geometric, Plotting & Publishing.

## **C17 : CERTIFICATE IN OFFICE MANAGEMENT**

### **COM-3 MONTHS**

Computer Fundamentals,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access), Internet &Email

## **C18 : CERTIFICATE IN FINANCIAL ACCOUNTS**

### **CFA-3 MONTHS**

Financial Accounting Package (TALLY),Internet &Email

## **C19 : CERTIFICATE IN DESKTOP PUBLICATION**

### **CDTP-3 MONTHS**

Corel Draw,page Maker,Photo Shop,Internet &Email

## **C20 : CERTIFICATE IN MOBILE REPAIRING & MAINTENANCE**

### **CMRM-3 MONTHS**

Basic Electronics, Electronic components testing, Soldering Practice, Transmeter, Receiver, Batteries, Mobile Power Supply Mobile Display, Mobile

Networking, B.G.I.A.C. Practice, SIM Knowledge, Knowledge Of Hardware & Miscellaneous Components, Tracing Components & Circuit , SMD Machine

Working, ,Components replacing & Checking, Use of Mobile Software,Software Installation, Use of UFS Blue Tooth, Infra Rate, Card Reader etc.Mobile

Phone Practical & Fault finding (chip level)

## **C21 : Diploma in Software Management**

### **DSM-12 MONTHS**

#### **SEMESTER-1**

Computer Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel with banking , “Advance & Professional” MS Power Point, MS Access )

#### **SEMESTER-2**

Financial Accounting (TALLY), Internet &Email, Satellite Navigation, Conversation with Skype, Computer Security & Virus, Hardware- General Settings (Troubleshooting), Multimedia: Editing & Ripping, Internet- Using Search Engine, Team Viewer, E-mail, Downloading, Satellite Navigation, Conversation with Skype, Chatting Project.

## **C22:- Advance Diploma in Computer Application**

### **ADCA-12 MONTHS**

#### **SEMESTER-1**

Computer Concept & Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Internet & E-mail, Operating System, HTML & FrontPage, Lab-I

#### **SEMESTER-2**

C Language, Programming in C++, Java, Lab-II, Project.

## **C23:- Advance Diploma in Computer Application & Web Design**

### **ADCA- WEB -12 MONTHS**

#### **SEMESTER-1**

Computer Concept & Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Internet & E-mail, Operating System, HTML & FrontPage, Lab-I

## **SEMESTER-2**

D.T.P. (Page Maker, Corel Draw, Photoshop), Java Script & VB Script, Dream Weaver, Flash, ASP/PHP, Lab-II, Project Work.

### **C24:- Advance Diploma in Computer Programming**

#### **ADCP-12 MONTHS**

##### **SEMESTER-1**

Computer Concept & Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Internet & E-mail, Operating System, HTML & FrontPage, Java Script & VB Script, Lab-I.

##### **SEMESTER-2**

C Language, Visual Foxpro, Programming in VB Net, Java, Lab-II, Project.

### **C25:- Certificate Course in Computer Accounting**

#### **CCCA- 03 MONTHS**

Computer Concept & Fundamentals with Internet & Email, Operating System, Computerized Accounting Through Tally, Lab-I, Project Work.

### **C26:- Certificate Course in Office Automation & Internet**

#### **CCOAI- 03 MONTHS**

Computer Concept & Fundamentals with Internet & Email, Operating System, , MS Office (MS Word, MS Excel ,MS Power Point, MS Access )

### **C27:- Certificate Course in Software Installation, Up gradation & Troubleshooting**

**Eligibility :- 8<sup>th</sup>**

#### **CCSIUT - 02 MONTHS**

Introduction to Hardware & Personal Computer, Computer Motherboard, Storage, USB Devices, SMPS & Troubleshooting, Software Installation & System Files, PC Tools & Anti Virus Software.

## **C28:- Certificate in Computer Concept (CCC)**

### **Eligibility :-**

No pre-requisite qualifications are required by candidates to undergo this course. An elementary knowledge of English is, however, expected of the candidates.

### **CCC – Duration: 80 HRS**

Introduction to computer, Introduction to GUI Based Operating System, Elements of Word Processing, Spreadsheets, Computer communication and Internet, WWW web browsers Communication and Collaboration, Making small presentations.

## **C29:- Diploma in Computer Typing**

### **Eligibility :- 8<sup>th</sup>**

### **DCT - 02 MONTHS**

- Assan Typing Tutor for Hindi & English
- Dictionary- Hindi& English
- Hindi Language Spelling Checker
- Integrated Word Processor
- OCR Chtankan Scan (Scan Text for Edit Mode)
- Alignment Setting & Printing

## **C30:- Diploma in Computer Application**

### **DCA- 06 MONTHS**

Computer Concept & Fundamentals & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ),Banking (Advance & Professional) Internet- Using Search Engine, Team Viewer, E-mail, Downloading, Satellite Navigation, Conversation with Skype, Chatting , Operating System, , Lab-I.

## **C31:- Diploma in Computer Application & Accounting**

### **DCAA- 06 MONTHS**

Computer Concept & Fundamentals with Internet & Email, Operating System, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Computerized Accounting Through Tally, Lab-I, Project Work.



## **C32:- Diploma in Computer Application & Designing**

### **DCAD- 06 MONTHS**

Computer Concept & Fundamentals with Internet & Email, Operating System, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), HTML & Front Page, D.T.P. (Page Maker, Corel Draw, Photo Shop),Lab-I, Project Work.

## **C33:- Diploma in Information Technology**

### **DIT- 06 MONTHS**

Computer Concept & Fundamentals, Operating System, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Computer Network & Internet Programming in C++, Lab-I, Project Work.

## **C34:- Diploma in Multimedia and Animation**

### **DMA- 12 MONTHS**

#### **SEMESTER-1**

Computer Concept & Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Internet & E-mail, Operating System, DTP(Corel Draw, PageMaker, Photoshop), Lab-I.

#### **SEMESTER-2**

Adobe Premier, Dream Weaver, Flash, Adobe- Illustrator and Freehand, Lab-II, Project Work.

## **C35:- Diploma in Office Automation & Publishing**

### **DOAP-12 MONTHS**

#### **SEMESTER-1**

Computer Concept & Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Operating System, HTML & FrontPage, Lab-I

#### **SEMESTER-2**

Fundamental of Financial Accounting, Computerized Accounting trough Tally, D.T.P. (PageMaker, Corel Draw, Photoshop), Internet & E-mail, Lab-II, Project.

## **C36:- Diploma in Primary Computer Teacher Training**

### **DPCTT-12 MONTHS**

#### **SEMESTER-1**

Computer Concept & Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Operating System, HTML & FrontPage, School Organization & Administration Lab-I.

#### **SEMESTER-2**

Programming in C++, Children Psychology Methods of Teaching, Personality Development, Internet & E-mail, Lab-II, Project.

## **C37:- Certificate Course in Desk Top Publication**

### **CCDTP-04 MONTHS**

Computer Concept & Fundamentals, MS DOS & Windows, Operating System, Scanning, Editing, D.T.P. (Page Maker, Corel Draw, Photoshop) Lab-I, Project Work.

## **C38:- Post Graduate Diploma in Computer Application**

### **PGDCA-12 MONTHS**

#### **SEMESTER-1**

Computer Concept & Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Operating System, Lab-I.

#### **SEMESTER-2**

OOPS & Programming in C++, Programming in VB.Net. Internet & E-Commerce, System Analysis & Design, Lab-II, Project.

## **C39:- Post Graduate Diploma in Information Technology**

### **PGDIT-12 MONTHS**

#### **SEMESTER-1**

Computer Concept & Fundamentals ,MS DOS & Windows, MS Office (MS Word, MS Excel ,MS Power Point, MS Access ), Operating System, Computer Network & Internet , Programming in C++, Lab-I.

## **SEMESTER-2**

Java, Classes & Objects, Inheritance, Packages & Interfaces, Exception handling  
Multithreaded Programming, Applets, Programming in VB.Net. HTML & Front Page,  
Lab-II, Project.

## **C40 : Diploma in Software & Hardware Maintenance**

### **DSMHM -15 MONTHS**

#### **SEMESTER-1**

Computer Fundamentals, MS DOS & Windows, MS Office (MS Word, MS  
Excel, MS Power Point, MS Access, MS Front Page), Banking (Advance &  
Professional)

#### **SEMESTER-2**

HTML, DHTML, Frontpage, Accounting Package (Tally) with Taxation,  
Computer Security & Virus

#### **SEMESTER-3**

Hardware- Troubleshooting & General Settings, PC Assembling, Software  
Installation, Intro of Networking, Multimedia:- Editing & Ripping Internet: Using  
Search Engine, Email, Downloading, Satellite Navigation, Conversation with Skype,  
Chatting etc, Project.

**\*Note:- Registration & Exam Fees, Electronic ID Card will be charged extra.**

**The Examination Fee is Rs.340/-, Registration Fee is Rs. 150/- & Prospectus Rs. 50/-  
Electronic ID Card is Rs. 190/- will be charged extra.**