

Diploma In Computer Hardware (DCH)

Duration 12 Months

Course Code : CC-11
Eligibility 10th+2

Contents

Semester -1

Introduction of computer, MS DOS
Microsoft windows XP/2003/07/Vista
Microsoft Office
(word, excel, Power Point Access)
Internet, E-mail & Multimedia
PC Assembling (Motherboard, Hard
disk, Pots & Slots, Processor, etc.)
Disk Partitioning, Loading OS, Software
Installation, Hardware Troubleshooting

Semester -2

Networking
Concept of LAN, MAN, WAN
Working with LAN & setting,
Sharing, files, folders &
Network devices.
Introduction to Wi-Fi Setting
Troubleshooting & Maintenance
of Network devices
Antivirus Installation

Certificate In Desk Top Publishing (CDTP)

Duration 6 Months

Course Code : CC-12
Eligibility 10th

Fundamental of Computer
MS-DOS (Microsoft Disk Operating System)
Microsoft Windows XP/2003/07/Vista
Adobe Photoshop 7.0
Adobe Corel Draw 12/X3/X4
Adobe Pagemaker 7.0
Introduction to Internet, E-mail, & Multimedia

Certificate In Computer Hardware (CCH)

Duration 6 Months

Course Code : CC-13
Eligibility 10th

Introduction of Computer
MS-DOS (Microsoft Disk Operating System)
Microsoft Windows XP/2003/07/Vista
PC Assembling, Software installation, Hardware
Troubleshooting Operating System Installation,
CD Writing Connecting to internet and its Application
Concept of LAN and working with LAN

Course Computer Concept (CCC)

Duration 3 Months

Course Code : CC-14
Eligibility 10th

Knowing Computer Operating Computer using GUI Based
Operating System, Understanding Word Processing Using
Spread Sheet, Communicating using The Internet www
and web browsers, Communications and Collaboration
Making Small Presentation

BASIC COMPUTER COURSE (BCC)

Duration 3 Months

Course Code : CC-15
Eligibility 10th

Knowing Computer Operating Computer Using GUI Based
Operating System, Understanding Word Processing Using
Spread Sheet, Communicating using the Internet www and
web browsers, Communications and Collaboration Making
Small Presentation

Terms & Condition :

1. Every student should abide by the rules & regulation of RSSA centre
2. Every Student will have to attend regularly and finish the assignment with given time.
3. 75% attendance is required to appear in every semester exam Exam. will be conducted online/ offline.
4. Semester exam will conducted after 6 months & semester exam will be conducted after 3 months
5. Every student can check your enrollment no online after 15 days of their registration at RSSA Centre.
6. Student will have to take compulsory study material Kit.
7. Every student will have to submit registration fee amount Rs. 250/-



Branch Address & Stamp

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Computer Education IT Programme

AN ISO 9001 : 2008 Certified

सुनहरा भविष्य विश्वास भरा कल



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कम्प्यूटर का पूर्ण ज्ञान



Run by: Sh. Mahavir Group of Society Regd. NGO under society act. 1860 Govt. of India

Diploma In Computer Applicaton (DCA)

Duration 12 Months

Course Code : CC-01

Contents

Eligibility 10th

1st Trimester

Computer Fundamentals
MS-DOS
Windows XP/2003/07/Vista
Internet, E-mail & Multimedia
Assignments
MS-World
MS-Excel
MS-Powerpoint
MS-Front Page
Assignments

2nd Trimester

Web Page Design HTML,
Java Script, Language
C++ Assignments
GUI Programming V.B.
RDBMS, Windows,
MS-Access Assignments

Diploma in Computer Teachers Training (DCTT)

Duration 12 Months

Course Code : CC-02

Semester Course Contents

Eligibility 10th+2

1st Semester	Computer Fundamental & Information Technology Operating System (DOS, Windows XP) MS. Office (World, Excel, Powerpoint), Programming Concept of C&C++ Introduction of Java, Visual Basic 6.0, Principal of Internet & Application,
2nd Semester	Development of Learners and Teaching Learning Process. Skills in Computer Teaching. Practical of Teaching

Advance Diploma In Computer Applicaton & Financial Accounting (ADCAF)

Duration 12 Months

Course Code : CC-03

Contents

Eligibility 10th+2

Semester-1

Semester-2

Introduction of computer Fundamental
MS DOS (Disk Operating System)
Windows 98/XP/2003/07/Vista
Microsoft Office (Word, Excel,
Power Point, Access, Front Page)
Introduction to Internet, E-mail &
Multimedia Assignment

Concept of Financial Accounting
Tally ERP 9 with Inventory VAT,
TDS, Service Tax, Payroll Web Page
Design, HTML Java Script,
Introduction to Computer,
Programming Language,
Prog. Concept c++ & Assignment

Advance Diploma In Computer Applicaton (ADCA)

Duration 12 Months

Course Code : CC-04

Contents

Eligibility 10th+2

Semester -1

Computer Fundamentals,
MS DOS
(Microsoft Disk Operating System)
Microsoft windows XP/2003/07/Vista
Microsoft Office (Word, Excel,
Power Point, Access, Front Page)
Internet, E-mail & Multimedia,Assignment

Semester -2

Adobe Photoshop 7.0/CS2/CS3
Adobe Pagemaker
CorelDraw X3/X4 Web Page Design,
HTML Java Script
Introduction to Computer
Programming Language, Progm.
Concept. c++, Assignment

Higher Diploma in Computer Applicaiton (HDCA)

Duration 12 Months

Course Code : CC-05

Semester Course Contents

Eligibility 10th+2

1st Semester	Fundamental of Computer MS-DOS (Microsoft Disk Operating System) Microsoft Windows XP/2003/07/Vista MS Office 2000 / XP MS Frontpage
2nd Semester	Concept of Programming Drawing Flowcharts and Algorithm Programming in C++ Concept of Object oriented programing GUI Programming in Visual Basic 6.0 SQL (Structured Query Language) Introduction of SQL, SQL*Plus, Features of SQL DDL (Data Definition Language) Statements DML (Data Manipulatio Language) Satements Assignments and Projects works

Certificate in Computer Applicaton (CCA)

Duration 6 Months

Course Code : CC-06

Course Contents

Eligibility 10th

Introduction of Computer
MS-DOS (Microsoft Disk Operating System)
Microsoft Windows XP/2003/07/Vista
Introduction to Internet, E-mail and Multimedia Assignment
MS-Word,
MS-Excel,
MS-Powerpoint
MS-Front Page

Certificate In Office Automation (COA)

Duration 3 Months

Course Code : CC-07

Course Contents

Eligibility 10th

Word Processing (MS Words)
Spread Sheet (MS Excel)
Presentation Tool (MS Power Point)
Data Base (MS Accesses)

Certificate In Tally Package (CTP)

Duration 3 Months

Course Code : CC-08

Course Contents

Eligibility 10th+2

Concept of financial Accounting
Tally with Inventory, VAT, TDS
Service Tax, FBT, Payroll
Assignments and Project Work

Certificate in Financial Accounting (CFA)

Duration 6 Months

Course Code : CC-09

Course Contents

Eligibility 10th

Fundamental of Computer MS-DOS
(Microsoft Windows XP/2003/07/Vista
MS Office 2000 / XP
MS Frontpage
Introduction of Internet,
E-mail and Multimedia
Concept of Financial Accounting
Tally with Inventory, VAT, TDS,
Service Tax, FBT, Payroll
Assignment and Project Works

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Certificate in Web Designing (CWD)

Duration 6 Months

Course Code : CC-10

Course Contents

Eligibility 10th+2

Introduction to computer DOS Windows XP/2003/07/Vista Internet, E-mail & Multimedia MS Office (Word, Excel, Powerpoint, Front Page)	HTML & DHTML/XML, VB Script, Java Script, Photoshop Project & Assignment
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