

## SPECTRUM THE CANTONMENT OF EDUCATION

| Course Code    | Course Name  | Course Descriptions   | Course Duration | Course Fee | Admission Fee | Total Fee |
|----------------|--|---|-----------------|------------|---------------|-----------|
| <b>CFC01</b>   | Computer Fundamental Course<br><b>(CFC)</b>                      | Computer Fundamental, Windows 7, Printing, Scanning, CD Writing, Internet, Ms-Word, Ms-Excel, Project Work, Exam and Certification  | 2 Months        | Rs.1,050   | Rs.150        | Rs.1,200  |
| <b>CCA02</b>   | Certificate In Computer Application<br><b>(CCA)</b>              | Computer Fundamental, Windows 7, Accessories Programs, Printing, Scanning, CD Writing, Internet, Ms-Word, Ms-Excel, Ms-PwerPoint, Project Work, Multimedia, Exam and Certification  | 3 Months        | Rs.2,000   | Rs.150        | Rs.2,150  |
| <b>DCA03</b>   | Diploma In Computer Application<br><b>(DCA)</b>                  | Overview of PC Hardware and Software, Computer Fundamental, Windows 7, Accessories Programs, Typing Hindi & English, Printing, Scanning, CD Writing, Internet, Ms-Word, Ms-Excel, Ms-PwerPoint, Ms-Access, HTML, Introduction of C Language, Project Work, Exam and Certification   | 6 Months        | Rs.3,000   | Rs.150        | Rs.3,150  |
| <b>CCB04</b>   | Certificate In Computer Basic<br><b>(CCB)</b>                    | Overview of PC Hardware and Software, Computer Fundamental, Windows 7, Computer Typing Hindi & English, Printing, Scanning, CD Writing, OS Installation, Software Installation, Internet, Ms-Word, Ms-Excel, Ms-PwerPoint, Project Work, Exam and Certification   | 6 Months        | Rs.3,500   | Rs.150        | Rs.3,650  |
| <b>PCDTP05</b> | Professional Certificate In Desktop Publishing<br><b>(PCDTP)</b> | Overview of PC Hardware and Software, Computer Fundamental, Windows 7, Typing Hindi & English, Printing, Scanning, CD Writing, Internet, Ms-Word, Ms-Excel, Ms-PowerPoint, PageMaker, CorelDraw, Photoshop, Equation, Project Work, Exam and Certification  | 9 Months        | Rs.6,500   | Rs.150        | Rs.6,650  |
| <b>CCBA06</b>  | Certificate In Computerized Business Accounting<br><b>(CCBA)</b> | Overview of PC Hardware and Software, Computer Fundamental, Windows 7, Accessories Programs, Typing Hindi & English, Printing, Scanning, CD Writing, Internet, Ms-Word, Ms-Excel, Ms-PwerPoint, Ms-Access, Antrouction of Accounting & Tally, Company Creation, Inventory Inforamtion, Account Information, Voucher Entry, Advance Voucher Entry, Sale Tax, Interest, VAT, TDS, PayRoll, Project Work, Exam and Certification | 9 Months        | Rs.4,500   | Rs.150        | Rs.4,650  |
| <b>CTT07</b>   | Computer Teachers Training<br><b>(CTT)</b>                       | Overview of PC Hardware and Software, Computer Fundamental, Windows 7, Computer Typing Hindi & English, Printing, Scanning, CD Writing, OS Installation, Software Installation, Internet, Ms-Word, Ms-Excel, Ms-PwerPoint, Project Work, HTML, Photoshop Exam and Certification   | 12 Months       | Rs.6,500   | Rs.150        | Rs.6,650  |
| <b>ADIT08</b>  | Advance Diploma In Information Technology<br><b>(ADIT)</b>       | Overview of PC Hardware and Software, Computer Fundamental, Windows 7 Installation, Software Installation, Typing Hindi & English, Printing, Scanning, CD Writing, Internet, Ms-Word, Ms-Excel, Ms-PwerPoint, Ms-Access, HTML, Photoshop, Dreamweaver, C/C++, Project Work, Exam and Certification  | 12 Months       | Rs.7,500   | Rs.150        | Rs.7,650  |
| <b>DIHN09</b>  | Diploma In Hardware & Networking<br><b>(DIHN)</b>                | Overview of PC Hardware and Software, Computer Fundamental, Windows 7, Typing Hindi & English, Printing, Scanning, CD Writing, Internet, Ms-Word, Ms-Excel, Ms-PwerPoint, Installation of OS XP/7/8, Assembling, Device Installation, About Networking, Type of Networking/Topology, Configuration of Networking , About Workgroup and Domain, Network Security, Exam and Certification                                       | 12 Months       | Rs.10,500  | Rs.150        | Rs.10,650 |
| <b>PGDCA10</b> | Post Graduate Diploma In Computer Application<br><b>(PGDCA)</b>  | Overview of PC Hardware and Software, Computer Fundamental, Windows 7, Accessories Programs, Typing Hindi & English, Printing, Scanning, CD Writing, Internet, Ms-Word, Ms-Excel, Ms-PwerPoint, Ms-Access, HTML, C Language, PageMaker, CorelDraw, Photoshop, Tally, Project Work, Exam and Certification   | 18 Months       | Rs.12,500  | Rs.150        | Rs.12,650 |

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**COMPLETE COMPUTER EDUCATION CENTRE**

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