



CERTIFICATE IN COMPUTER APPLICATION (CCA)

DURATION: 3 MONTHS
TOTAL COURSE FEES: 3897/-
ADMISSION FEES: 1499/-
INSTALLMENT: $799 \times 3(\text{months}) = 2397/-$
(45% Course Fees OFF For Rural Project)



- Fundamentals of Computer.
- MS-DOS, Handling Windows (Note Pad, Word Pad, Paint, Internet Explorer, etc.)
- MS Office (Word, Excel, PowerPoint & Access)
- D.T.P (Including Bilingual Package and Page Maker)
- Fundamentals of Tally.
- Internet browsing, Downloading & E-mail handling.