

CERTIFICATE IN COMPUTER BASICS & MULTILINGUAL TECHNOLOGY

Duration	Part Time 1.5 Months
Course Benefits Course Contents	Course Focus on Computer Fundamentals. Computer Fundamentals and Organisation Components of a Computer Introduction to Operating System Various Windows OS,Networking,Internet

CERTIFICATE IN BHARATEEYA OPEN OFFICE

Duration	Part Time 1 Month
Course Benefits Course Contents	This course helps in learning word processing work sheet management presentation etc.. In Indian language on Windows and Linux platform. Writer (Word Processor),Calc (Spread Sheet) Impress (Presentation Tool),Draw (Drawing function)

CERTIFICATE IN TALLY 9.0

Duration	Part Time 1.5 Months
Course Benefits	Acquire basics skills required to operate Tally Accounting Package, Report Generation, Taxation aspects etc.
Course Content	Tally9.0 Basic Concepts of Accounting Accounting on Computers Tally Fundamentals Report Generation Accounting principles of Trading and Manufacturing Organizations Getting Functional with Tally Taxation Budgeting Multilingual Functionality

CERTIFICATE IN OFFICE AUTOMATION (MULTILINGUAL)

Duration	Part Time 3 Months
Course Benefits	Provides in-depth training on the world's most popular packages and their integration using GIST Multi-lingual Technology.
Course Contentent	Various Windows OS Importance of Word Processing under windows Manual process v/s Electronic process Advantages of Windows based Word Processing Packages available under Windows or Indian languages MS Office 2013 using ISM Bharateeya Open Office

CERTIFICATE IN TALLY.ERP 9.0

Duration	Part Time 2/4/ Months
Course Benefits	This course intends to provide employment seekers with training to manage Accounting, Finance , Inventory, Manufacturing ,Payroll etc.
Courses Contents	Basic Concepts of Accounting, Accounting on Computers Data Maintenance Inventory System Invoicing Auditing Taxation Banking Multi Account Inventory Reports Point of Sales

DIPLOMA IN OFFICE AUTOMATION & APPLICATION OF GIST

Duration	Part Time 6 Months
Course Benefits	The course helps to develop programming skills with in-depth training in Office Automation packages and build a strong foundation on Database Management.
Courses Contents	MS Word 2013 & XP using ISM MS Excel 2013 & XP using ISM MS Power Point 2013 using ISM Bharateeya Open Office MS SQL

CERTIFICATE IN DIGITAL FINANCE

Duration	Part Time 3 Months
Course Benefits	It covers all aspects of the digital payments and digital financial services ecosystem and value chain, beyond what one would normally find in course on money and banking.
Course Contents	Professional introduction to Advance Excel Practical Introduction to Banking Payment Gateway Digital Payment and Collection Mobile Payment Interface E- Wallet Aadhaar UID mechanism and Linking Accounts Reconciliation Online Statutory Compliances Cloud Application Administration and Emergency response

CERTIFICATE IN IMAGE EDITING

Duration	Part Time 3 Months
Course Benefits	This course will train you on how to get inventative with Photoshop, CorelDraw, InDesign and Adobe Illustrator.
Courses Contents	Adobe Photoshop CorelDraw Adobe InDesign Adobe Illustrator

CERTIFICATE IN AUDIO AND VIDEO EDITING

Duration	Part Time 4 Months
Course Benefits	This course will help to get in-depth training in Audio and Video Editing with latest Software and technologies.
Course Contents	Basics of Audio and Video Editing Introduction and work with Sound Forge Introduction and work with Adobe premier

DIPLOMA IN DIGITAL MARKETING

Duration	Part Time 6 Months
Course Benefits	This course can benefit any people who want get a job in marketing, who want to promote their business , or who want to do consultants business.
Courses Contents	Introduction to Digital Marketing Search Engine Optimization Fundamentals of Search Advanced Search Engine Marketing Advanced Digital Display Marketing (Paid Advertising) Social Media Marketing Mobile Marketing Email Marketing Digital Analytics Internship Program in Android

DIPLOMA IN OFFICE AUTOMATION & FINANCE ACCOUNTING

Duration	Part Time 6 Months
Course Benefits	The course helps to develop programming skills in Office Automation packages and build a strong foundation on Database Management and Financial Accounting.
Course Contents	Windows OS Advanced Usage of ISM Importance and advantages of Office 2013 TALLY ERP 9 BOO

DIPLOMA IN MULTILINGUAL COMPUTER OPERATION

Duration	Part Time 6 Months
Course Benefits	This course provides knowledge about various operating systems including the open source OS like BOSS ,Linux that supports all Indian languages. This course enables to gain operational skills in Ms Office integrating the use of GIST technology skills in Ms office integrating the use of GIST technology and Open Office in Indian languages on windows and Linux platform.
Course Contents	Computer Basics and Organization Intro to OS & FOSS, Windows, BoSS etc Networking, Internet and E-Mail, Typing Practice, BOO MS Office 2013 with ISM, E-Service & E-Governance Introduction to Network, Cyber Security

CERTIFICATE IN VISUAL BASIC.NET

Duration	Part Time 2 Months
Course Benefits	Acquire skills needed to develop database applications using DOT Net Framework and debug and build files.
Course Contents	<p>DOTNET Framework and the VS.Net IDE</p> <p>VB.net v/s VB6</p> <p>.NET-Defined</p> <p>Object Oriented Capabilities</p> <p>Class and Properties</p> <p>Threading Models</p> <p>Creating of Windows Forms</p> <p>VB.Net Controls, Format and User Interface Design</p> <p>Principles</p> <p>File Handling in VB.net</p> <p>ADO.NET</p> <p>Working with Server Explorer, Data Form and Data Adapter Wizard</p> <p>User Controls and Deploying VB.Net Application</p> <p>Web Forms and Server Controls and COM Component</p>

DIPLOMA IN E-COMMERCE

Duration	Part Time 6 Months
Course Benefits	This course provides comprehensive training in E-Commerce right from introduction to building an E-Commerce site and imparts an in-depth knowledge of various categories of E-Commerce.
Course Content	Introduction Categories of E-Commerce Specific Business benefits of E-Commerce GII and conduction of E-commerce Digital Signature Existing business and channels Evolving into On-line business E-Service E-Governance Network security Portals Servers Building E-Commerce site

CERTIFICATE IN ORACLE 9I

Duration	Part Time 3 Months
Course Benefits	The course provides a comprehensive introduction to use Oracle's SQL for database access, covering data manipulation and transaction management concepts.
Course Content	Introduction to Database Concepts Starting SQL*PLUS Querying databases Joining Tables & Subqueries DDL commands Other database objects SQL *reports Creating partitioned tables Large objects PL/SQL Cursors and Exception handling Subprogram in PL/SQL Abstract data types Nested tables and Varrays Tuning SQL Introduction to Oracle DBA Oracle 9i

CERTIFICATE IN ADVANCED PHP

Duration	Part Time 3 Months
Course Benefits	PHP is an extremely popular open- source scripting language that allows complex operationsto be executed in a hypertext envirnment. This course gives depth training of Dynamic Web Development with use of latest technologies like Joomla! with MySQL as backend.
Course Content	Contains of PHP HTML, DHTML, CSS, JAVA Script Joomla

CERTIFICATE IN BOSS & OPEN SOURCE TECHNOLOGIES

Duration	Part Time 4 Months
Course Benefits	This course provides in-depth training in open source operating system namely BOSS Linux that supports all indian Language which is installed in computer systems in all Government department and Open Office in indian language on windows and Linux platform.
Course Contents	OS Concepts, Open Source Technologies, BOSS LINUX, BOO, HTML, PHP with Programming

DIPLOMA IN COMPUTER MULTILINGUAL PROGRAMMING

Duration	Part Time 6 Months
Course Benefits	The course helps to cultivate programming skills by imparting in-depth knowledge of Object Oriented Programming techniques.
Course Contents	C, C++ Programming JAVA Programming MS SQL BOO Java (Basic)

CERTIFICATE IN PHP & WORDPRESS

Duration	Part Time 4 Months
Course Benefits	WordPress is a free and open Sources content Management system(CMS) based on PHP and MYSQL. It has all the features you need to build a professional website and addition of code like HTML.
Course Contents	PHP HTML, DHTML, CSS, JavaScript Joomla SQL WordPress

CERTIFICATE IN ANDROID

Duration	Part Time 4 Months
Course Benefits	The course helps to develop skill in open Source Mobile Application development in depth. It covers all aspects of Developing Mobile Application Independently.
Course Contents	JAVA Concepts SQL Introduction to Android Android Application Structure Emulator-Android Virtual Device Basic UI design Android Preferences, UI design Tabs in Android Styles & Themes in Android ABD Tool, Adapters and Widgets Custom components, Threads Advanced Android Internship Program in Android

DIPLOMA IN COMPUTER MULTILINGUAL APPLICATIONS

Duration	Part Time 6 Months
Course Benefits	This course provides comprehensive hands-on training on Project based Client-Server Technologies so that students understand Software Development Life Cycles and implement the relevant technologies.
Course Contents	MS SQL VB.Net

DIPLOMA IN JAVA

Duration	Part Time 6 Months
Course Benefits	From introduction to Java this course helps to cultivate programming skills in Java by imparting in-depth knowledge of Object Oriented Programming and the usage of various Java tools products.
Course Content	Introduction OOPS Programming in Java OOPS in Java Exception handling exception Applets Servlets JDK AWT components Threads Streams Networking with TCP/IP

DIPLOMA IN HARDWARE & NETWORKING

Duration	Part Time 8 Months
Course Benefits	This course educates the participants with knowledge on peripherals parts of the computer and networking system. The course study also helps the candidates to gain knowledge on the framework of different layers of computer communication.
Course Contents	SEM I- Basic Electronics, Hardware Maintenance, Trouble Shooting, Software Installation, Internet SEM2 - Networking, Group Networking, Linux Networking, Laptop, Wireless networking

CERTIFICATE IN ADOBE ILLUSTRATOR

Duration	Part Time 2 Months
Course Benefits	This course will teach students the basics of this point-and-line design system that is also geared towards various type of drawing ,such as fashion design , cartography, cartooning or architectural drafting.
Course Contents	Advanced Image Editing Adobe Indesign Working with Illustrator Documents Painting with Illustrator Working with Type Printing Process Saving and Importing Images Practical

CERTIFICATE IN ADOBE PREMIER

Duration	Part Time 2 Months
Course Benefits	Adobe Premier Pro Course is a part of Creative Cloud. That means complete access to all the latest updates and future releases the moment they are available. You can use Sync Setting to keep your settings, workspace, and keyboard shortcuts organized across multiple computers.
Course Contents	Streaming Video Technology Premiere Pro Video Capturing Multiple Sequences Basic Editing Concepts and Tools Capturing Audio Transitions Using Audio Effects Premiere Pro's Audio Effects Adobe Title Designer window Analog and Digital Video

CERTIFICATE IN FLASH

Duration	Part Time 2 Months
Course Benefits	This course will provide training to get inventive with Adobe flash 's drawing tools and spark life in to graphics via motion whilst integrating images, video and audio to build interactive experiences.
Course Contents	Introduction to Adobe Flash, Drawing tools in flash, Brushes in flash, Grouping and ungrouping, What are symbols, Transform menu, Tracing Bitmaps, Symbols and Movie editing images, Actions and event handlers, Creating basic flash files, Flash Movies, Advanced Flash tutorials

DIPLOMA IN GRAPHICS & MULTILINGUAL DESKTOP PUBLISHING

Duration	Part Time 6 Months
Course Benefits	This course helps to understand the software packages (multi-lingual) used in documentation, graphics, superlative designs, images, special effects, modifications to scanned images and printing technology. Provides excellent resource to understand the best methods of usage of indian Language scripts to Desk Top Publishing.
Course Contents	Corel Draw Corel Photo Paint Adobe PageMaker Adobe Photoshop Opacity of a layer Editing a Layer Mask Bharateeya Open Office ISM-Soft An introduction to Indian Language Keyboard Driver (ISM-Soft) Design and Animation - Dream weaver.

CERTIFICATE IN INDESIGN

Duration	Part Time 2 Months
Course Benefits	Adobe INDesign is a page design software program that lets you design and release a broad range of documents in print, online and on mobile devices. It is great for multipage projects such as magazines, brochures, newsletters or any tasks predestined for professional quality output such as PDF files and balances out printing processes.
Course Contents	Introduction to Adobe Indesign The work area The Control palette The tools Platte Basic navigation and typography, Working with graphics, Libraries, tables outlets, Multi page documents and text styles

CERTIFICATE IN MULTI-LINGUAL MULTIMEDIA

Duration	Part Time 4 Months
Course Benefits	This course gives basic training for candidates who wish to enter into the Multimedia Industry. This course enables candidates to gain knowledge in graphics designing and animation.
Course Contents	Basic Arts, Graphics, File Formats, Corel Draw, Photoshop, Adobe Flash

CERTIFICATE IN AUTOCAD & 3D MAX

Duration	Part Time 4 Months
Course Benefits	The AutoCAD & 3D MAX course will cover all the essential tools that are commonly used and you will develop a hands-on knowledge of the application.
Course Contents	<p>Introduction to AutoCAD and Working with the Windows Environment, Basic CAD Drawing Techniques Understanding Layers and Line types, Creating Basic Geometry Annotating a Drawing with Text and Hatching, Drawing Accurately, Creating Selection Sets, Basic Editing Skills Editing with Grips, Advanced Drawing Techniques Dimensioning a Drawing, Modifying Object Characteristics Using Symbols and Attributes</p> <p>3D-Max Course Contents: Basic 3D MAX Concepts , Working with 3D MAX Coordinates Creating Surfaced Objects , Solid Modeling Concepts Composite Solid Models , Working With Solid Models Advanced 3D MAX Concepts , Plotting 3D Models</p>

DIPLOMA IN MULTILINGUAL WEB TECHNOLOGIES & PUBLISHING

Duration	Part Time 6 Months
Course Benefits	Learn to design and develop rich & colorful dynamic web sites using the latest technologies and tools, enabling development of interactive and robust programs that harness the power of the internet.
Course Contents	JAVA Script ASP.Net Concept of Web Server Macromedia Dream weaver Adobe Photoshop Flash GIF Animator iplugin XML HTML / DHTML Flash