Honours Diploma in Software Technology & System Management
Duration : 12 months

COURSE DETAILS

MODULE- I
IT TOOLS & APPLICATION

1. Basics of Computer
2. Computer Application
3. Computer Organization
4. Operating System
5. Information Technology & Society
6. Application of Information Technology
7. Impact of Information Technology on Society

MS-WORD

8. Basics of Word Word Processor
9. Basic concepts of word
10. Editing MS-Word documents
11. Word's Proofing Tools
12. Text Formatting
13. Document Formatting
14. Using Wizard s andTemplates
15. Creating Tables and Charts in Word
16. Printing Documents
17. Working with Mail Merge,Graphics and Web Pages in Word

MS- EXCEL

18. Spreadsheet concepts
19. Concept of Electronic Spread Sheet
20. Using Workbook
21. Entering and Editing Data in Excel
22. Formating a Worksheet
23. Working with range of cells in Excel
24. Functions in Excel
25. Working with Excels Graph and Charts
26. Printing Worksheets
27. Object Linking and Embedding(OLE)

MS-POWERPOINT

28. Getting started with Powerpoint
29. Working with Text
30. Editing with Text
31. Working with charts and drawing objects
32. Working with Slides, Notes, Handouts and Masters for Presentations
33. Printing and Delivering presentations

MS-ACCESS

34. Introduction to DBMS
35. Introduction to MS-ACCESS
36. Using Operators and Functions
37. Query Basics
38. More on Queries
39. Form Basics
40. Report Basics
41. Labels, Graphics and Macros.

MODULE- II
MySQL

1. Concept of database
2. Relational model
3. Relational database
4. Data Flow Diagram(DFD)
5. E-R Diagram
6. Uniqueness and key
7. Creating Tables
8. Altering & Dropping Tables
9. Normalization
10. Introduction about SQL
11. Structured Query Language (SQL)
12. SQL Server Components
13. Concepts of Installation and configuring the SQL Server
14. Retrieving and managing data
15. View
16. TRIGGER

MODULE- III
'C' LANGUAGE

1. Introduction to Programming
2. Algorithms for problem Solving
3. Introduction to 'C' Language
4. Conditional statements and Iteration
5. Arrays
6. Functions
7. Structures and Unions
8. Pointers
9. Linked Lists
10. File Processing

MODULE- IV
PYTHON

1. Introduction to Python Programming
2. Features of Python
3. Introduction to Python Interpreter and program execution
4. Rules for Naming an Identifier
5. Python Keywords/Reserved words
6. Python Variables, Literals and Constants
7. Data Types
8. Error Handling
9. Python Indexing

MODULE- V
INTERNET AND WEB DESIGN

1. Introduction to Internet
2. Internet Technology and Protocols
3. World Wide Web
4. Browsers
5. Electronic Mail
6. File Transfer Protocol
7. Telnet
8. Usenet
9. Internet Relay Chat
10. Web Publishing
11. HTML (Hyper Text Markup Language)
12. Interactivity Tools
13. Multimedia and Graphics
14. Internet Management Security Concepts.

MODULE-VI
DTP

1. Introduction to publishing
2. Document development
3. Image and graphics
4. Page layout
5. Graphics with PageMaker

Diploma in Computer Application
Duration : 06 months

COURSE DETAILS

MODULE-I
IT TOOLS & APPLICATION

1. Basics of Computer
2. Computer Application
3. Computer Organization
4. Operating System
5. Information Technology & Society
6. Application of Information Technology
7. Impact of Information Technology on Society

MS-WORD

8. Basics of Word Word Processor
9. Basic concepts of word
10. Editing MS-Word documents
11. Word's Proofing Tools
12. Text Formatting
13. Document Formatting
14. Using Wizard s andTemplates
15. Creating Tables and Charts in Word
16. Printing Documents
17. Working with Mail Merge,Graphics and Web Pages in Word

MS- EXCEL

18. Spreadsheet concepts
19. Concept of Electronic Spread Sheet
20. Using Workbook
21. Entering and Editing Data in Excel
22. Formating a Worksheet
23. Working with range of cells in Excel
24. Functions in Excel
25. Working with Excels Graph and Charts
26. Printing Worksheets
27. Object Linking and Embedding(OLE)

MS-POWERPOINT
28. Getting started with Powerpoint
29. Working with Text
30. Editing with Text
31. Working with charts and drawing objects
32. Working with Slides, Notes, Handouts and Masters for Presentations
33. Printing and Delivering presentations

MS-ACCESS

34. Introduction to DBMS
35. Introduction to MS-ACCESS
36. Using Operators and Functions
37. Query Basics
38. More on Queries
39. Form Basics
40. Report Basics
41. Labels, Graphics and Macros.

MODULE-II
MySQL

1. Concept of database
2. Relational model
3. Relational database
4. Data Flow Diagram(DFD)
5. E-R Diagram
6. Uniqueness and key
7. Creating Tables
8. Altering & Dropping Tables
9. Normalization
10. Introduction about SQL
11. Structured Query Language (SQL)
12. SQL Server Components
13. Concepts of Installation and configuring the SQL Server
14. Retrieving and managing data
15. View
16. TRIGGER

MODULE-III
DTP

1. Introduction to publishing
2. Document development
3. Image and graphics
4. Page layout
5. Graphics with PageMaker