



केन्द्रीय शैक्षणिक एवम् तांत्रिक माहिती संशोधन समीती

CENTRAL EDUCATION & INFORMATION TECHNOLOGY RESEARCH COMMITTEE
AN AUTONOMOUS INSTITUTION REGD. BY THE GOVT. OF NCT OF DELHI UNDER ITA 1882 GOVT. OF INDIA
REGD. BY NCS-MINISTRY OF LABOUR AND EMPLOYMENT, GOVT. OF INDIA
REGD. AT MINISTRY OF MICRO, SMALL AND MEDIUM ENTERPRISES (MSME), GOVT. OF INDIA
An Autonomous Organization works for IT, HRD & Literacy

भारत सरकार पंजीकृत. Certified course in Computer basic

Description

- KNOWING COMPUTER Introduction
- OPERATING COMPUTER USING GUI BASED OPERATING SYSTEM. 2.0 Introduction.
- UNDERSTANDING WORD PROCESSING. ...
- USING SPREAD SHEET.
- INTRODUCTION TO INTERNET, WWW AND WEB BROWSERS.
- COMMUNICATIONS AND COLLABORATION.
- MAKING SMALL PRESENTATIONS.
- FINANCIAL LITERACY FOR BANKING SCHEME AND APPLICATIONS

Course Content

- Fundamental
- Windows
- Word
- Excel
- Power Point

CEITRC