

LIST OF COURSES, MODULES FOR COURSES, HOURS FOR TUITION.

1st Month

- A. Computer Appreciation
- B. Alphabets and Number
- C. Keyboard Symbols and Key Shortcuts
- D. Computer Languages
- E. Computer System Modification
- F. Data and Information



2nd Month

- A. System Software Appreciations
- B. Networking and System Connectivity
- C. Managing the Computer desktop
- D. File Directories
- E. Control Panel
- F. Graphics and System Designs



3rd Month

- A. Programming
- B. Diagnosis and Device Management
- C. Installations & Uninstallation
- D. System Backup & Restoration
- E. Firewall and Security
- F. Using Microsoft Word
- G. Powerpoint and Presentation
- H. Corel Draw and Autocad (introduction)



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1st Month

- A. The microsoft office**
- B. Type setting with Ms
- C. Related typesettings and using Ms tools
- D. Ms and Graphics (Corel Draw)
- E. Microsoft word templates and how to use
- F. Introduction to Access



2nd Month

- A. The Excel**
- B. How to use Excel
- C. Excel presentation
- D. File Directories with Excel
- E. Introduction to Corel Draw
- F. Excel Mathematics



3rd Month

- A. The Powerpoint & Corel**
- B. Powerpoint and its tools
- C. Presentations with Powerpoint
- D. Using Access for Database inductions
- E. Creating profile using Powerpoint
- F. Converting of soft application to other
- G. Graphics, designing with Corel
- H. Corel and Autocad designing



4th Month

- A. Mastering the system sounds**
- B. Introduction to softwares & hardware
- C. Introduction to networking system
- D. Making productions with system
- E. Faults of software from Hardware
- F. Introduction to Motherboard & CPU
- G. Introduction to system meters and detective devices

LIST OF COURSES, MODULES FOR COURSES, HOURS FOR TUITION.

1st Month

- A. The Motherboard**
- B. Voltage and restoring the powerhouse**
- C. Mosfet**
- D. Capacitors**
- E. Diodes**
- F. Reading the Motherboards components**



2nd Month

- A. Web siting**
- B. Applications development**
- C. Theme and Gallery**
- D. Photo and Video development**



3rd Month

- A. Production**
- B. Conversions**
- C. Restorations and Partitioning**
- D. Factory and Computer digitals**
- E. The Robots**
- F. Introduction to Computers most elements**

4th Month

- A. Internet Business**
- B. Fluencer**
- C. Marketing**
- D. Producer**
- E. Creator**
- F. Developer**

