Dr.Kalam Institution of Vocational Training

Certificate in Web Designing and Office Automation(CWDOA)

6 Months Course In IT PROFESSIONAL Stream

Total Fee- Rs.6700/-

S.No.	Sub Code	Sub Name	Topics	Total Hrs	Int Marks	Ext Marks	Total Mrks
1	CWDOA-01	Computer Fundamentals	Computer Introduction, Input/ Output & Processing (CPU), Types of computers, History & Generation, Memory Device, Characteristics of Computer, Applications of Computer, Ms. Paint & Wordpad, MS DOS & Windows	30	25	75	100
2	CWDOA-02	Office Automation	MS Word(Home, Insert, References, Mailing, Review, View), MS Excel(Home, Insert, Page Layout, Formulas, Data, Review, View), MS Power Point(Design, Animation, Slideshow).	70	25	75	100
3	CWDOA-03	Web Technology	"Introduction to Webpage/Website, Architecture of a website, Different technologies in making the website, Introduction, Webpage Editor, History of HTML, Tags and Attributes, Div Tag, Color Coding, Table, Listing, Iframe, Headers, Meta Tag Etc. Styling With CSS, CSS Syntax, Linking, Selectors, Background, Text, Lists, Table, Display Positioning, Floats, Media Query Etc."	80	25	75	100
4	CWDOA-04	Graphics Designing	Photoshop Framework, Working With Toolbar, Create Webpage in Photoshop, PSD to HTML, Banner Designing, Web Add Designing, Logo, Poster Etc.	40	25	75	100
5	CWDOA-05	Project Work	Webpage Making, Styling, Presentation Making, Resume, Mail Merge, Envelope Making, Coverpage etc.	20	75	25	100

Course Details:-

No DataVisit For More Details: https://dkivt.com/

Contact: 01697297222, dkivtindia@gmail.com