An ISO 9001:2015 Certified

INSTITUTE OF COMPUTER MANAGEMENT SCIENCE AND TECHNICAL EDUCATION (ICMS)

Under Section 25 Act of 1956, Central Government of India.
Website: www.icmsskill.in, www.asianiticollege.in, **Email**: icmssrinagar@gmail.com

[Diploma In Computer Applications & Programming Assistant] (1 Year)

The one year course "Diploma " has been designed for productive human resource and making them part of the employable technical work force in the emerging Information Technology scenario and penetration of computer education to grass root level. Taking base as the Advanced Diploma/ Degree level course contents, the contents have been enriched with programming techniques, accounting package, web designing tools, Urdu, and English DTP. The contents have been designed keeping in view that there will be number of career options possible for an individual after completing the course. The possible options are: Junior programmer, EDP assistant, Web Designer,

DTP Operator **,** Lab Demonstrator , Accountancy Operator et c.

Eligibility Criteria 10th or above.

Topic Covered

	TOTAL MODULES	
1	Module 1	Fundamental of information Technology
2	Module 2	Internet Technology & Web Designing
3	Module 3	Financial Accounting Tally Prime
4	Module 4	Concepts of Emerging Trends In IT Or ICT
5	Module 5	Multilingual DTP & Graphics Designing
6	Module 6	Python Programming
7	Module 7	Project Work
M1-S1	**Fundamental of information Technology**	• Introduction to Computer, • PC Assembly and operations, • Introduction to Operating System, • Ms Word Processing, • MS- Excel Spreadsheet, • MS- Power Point Presentation , • Data Base Operations,
M2-S1	**Internet Technology & Web Designing**	• Introduction to Internet • TCP/IP – Internet Technology and Protocol • Internet Network • Services on Internet (Definition and Functions) • HTML • HTML5

		• CSS • JavaScript.
M3-S1	**Financial Accounting Tally Prime**	• Basics of Accounting • Fundamentals of Tally Prime • Maintaining Company Data • Vouchers in Tally • Display and Reporting • Advance Features in Tally • Goods and Service Tax (GST) • Tax Deducted at Source (TDS) • Tax collect at Source (TCS) • Payroll Management • Project Works
M4-S2	**Concepts of Emerging Trends In IT Or ICT Resources**	• Cyber Security • Internet of Things • Digital Payments • Digital Marketing • Block Chain • Cloud Computing
M5-S2	**Multilingual DTP & Graphics Designing**	• Introduction to Multimedia • Application Urdu Software (In Page) • CorelDraw • Photoshop • *Introduction to Illustrator and Dreamweaver.*
M6-S2	**Python Programming**	• Introduction to Programming • Algorithms and Flowcharts • Programming with Python • Sting Handling and Sequence Data types • Functions • File Processing • Introduction to NumPy • Assignments work
Prj	**Project Work**	• Network Designing Using Simulator • Website Using (HTML/CSS/JavaScript) • Live Accounting Project

Head Office/Registered Office
ICMS Limited, First Floor Razvi Builiding , Near Mirza Kamil Chowk Hawal,
Srinagar-190011, J&K
Phone : +91 -7006-570529, 01943-566583
E-mail :icms@icmsskill.in,
Visit us: www.icmsskill.in.

Emergency Helpline : +91-9018-840815,
ICMS Training Branches : Hawal / Ganderbal / Chadoora
Budgam / Karanagar