Maa Uma Electronic Training Institute

DCA

Diploma in Computer Applications

Duration: 12 months	Timing: 2 Hrs/Day

Syllabus:

- **Fundamental:**
- **Basic**
- **M.S. Office**
- **C & C++:**
- **Visual Basic**
- **Internet**
- **Accounting**
- **D.T.P.**

Detailed Syllabus:

- **Fundamental**
  o Fundamental of Computer.
- **Basic :**
  o M.S. Dos 6.22
  o M.S. windows 98

- **M.S. Office** :
  o M.S. Office 2000(word, excel, power point & flowchart.
- **C & C++** :
  o Programming technique & flow chart.
  o C & C++ with graphics
  o Screen Designing data base & Software Development
  o Assignment Project

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- **Visual Basic** :
  - Visual Basic 6.0
  - M.S. SQL server 7.0
  - Standard Control
  - Variables
  - Data Type
  - SDI & MDI Data Access & Reporting (SQL)
  - Introduction of Data base Insert
  - Introduction of Data base update
  - Introduction of Data base Function.
  - Active X Data object
  - Assignment & Project.

- **Internet :**
  - Internet with Modem feature & Their Protocol
  - Setting Multimedia Concepts of E-mail

- **Accounting :**
  - Concept of accounting Daily Voucher maintenance
  - Inventory Control with management
  - Security Control.
  - Financial Printing
  - Tally 5.4 Version theory & Practical.

- **D.T.P:**
  - Page maker 6.5
  - Corel draw & Photoshop
  - Color Scanning & Planning