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| Chapter | Title | Lecture | Practice | Training | Note |
| 1 | Resume Writing | 2 | 4 |  | 1. resume\guide\ Resume1.ppt |
| 2 | Portfolio making | 2 | 4 |  |  |
| 3 | Gmail account creating | 2 |  |  | Ready Pro.docx |
| 4 | Github account creating | 2 | 4 |  | Ready Pro.docx |
|  |  | 8 | 12 |  |  |