



इलेक्ट्रॉनिकी सेवा एवं प्रशिक्षण केंद्र

ESTC - ACEL

भारत सरकार, सूक्ष्म लघु एवं मध्यम उद्यम मंत्रालय द्वारा संचालित

Prospectus

ELECTRONICS SERVICE & TRAINING CENTER

(Ministry of MSME, Govt. Of India)

ACADEMY OF COMPUTER & ELECTRONICS LEARNING

कम्प्यूटर साफ्टवेयर & हार्डवेयर प्रशिक्षण केन्द्र

CENTER ADDRESS सेंटर का पता

Behind Shiv Indane Gas Office- शिव इंडेन गैस एजेंन्सी के पीछे
Kanjabagh Road, Khatima- कंजाबाग रोड खटीमा
District- U.S.Nagar (Uttarakhand)- उ.सि.नगर, उत्तराखण्ड
Phone- 94113 01928

e-mail : Jagritisewango@indiatimes.com

Website: www.estcindia.com

: jssuttarakhand.org

OTHER COURSES OFFERED

	Name of Course	Course Duration	Eligibility
1.	Higher Diploma In Computer Application & Programming (HDCAP)	18 Month	10+2 in any discipline
2.	Diploma In Computer Application & Programming (DCAP)	12 Months	10 TH or equivalent in any discipline.
3.	Certificate In computer application (CCA)	6 Months	10 or equivalent in any discipline.
4.	Diploma in Computer Hardware & Networking (DCHN)	12 Months	10 th or equivalent in any discipline.
5.	Certificate in Computer Hardware & Networking (CCHN)	6 Months	10 th or equivalent in any discipline.
6.	CERTIFICATE IN D.T.P.	3 Month	10 th or equivalent in any discipline.
7.	CERTIFICATE IN ACCOUNTING PACKAG – TALLY 9.ERP	3 Month	10 th or equivalent in any discipline.
8.	WEB DESIGN & OFFICE AUTOMATION	2 Month	10 th or equivalent in any discipline.

Short Term Courses

	Name of Course	Course Duration	Eligibility
	Certificate in Computer Awareness	3 Months	-----
	Diploma in Desk Top Publishing	3 Months	10 th or equivalent in any Discipline.
	Certificate in Word Processing	3 Months	10 th or equivalent in any Discipline.
	Certificate in Core Java	3 Month	10 th or equivalent in any Discipline.
	Certificate in SQL Server	3 Month	10 th or equivalent in any Discipline.
	Certificate in C/C++	3 Month	10 th or equivalent in any Discipline.
	Certificate in FoxPro Programming/	3 Month	10 th or equivalent in any Discipline.
	Visual Basic/Visual C++	3 Month	10 th or equivalent in any Discipline
	Certificate in Kid Cause	2 Months	-----
	Certificate Course in Hours Wife's	2 Month	-----
	Certificate Course in ANY ONE (WEB DESIGNING, TALLY, INTERNET (ONLINE)	2 MONTHS	-----

Diploma In Computer Application & Programming - 12 Months डिप्लोमा इन कम्प्यूटर एप्लिकेशन एण्ड प्रोग्रामिंग 12 माह		Duration क्लास के दिन
I Semester		6 Months प्रथम समेस्टर
1-	Introduction to Computer –Input,Output, Deviecs, Number system, Memory, Gate कम्प्यूटर का परिचय – इनपुट आउटपुट, डिबाइस, नंबर सिस्टम, मैमोरी, गेट	10
2-	Windows 7 – Introduction of Windows 7 and Its Tools विन्डोज 7 का परिचय– आपरेटिंग सिस्टम बिन्डोज –7, फोल्डर व फाइलों में कार्य करना।	15
3-	Ms Office 2010 एम. एस.औफिस 2010 का अध्ययन जिसके 3 भाग है। 1. Ms Word- 2010 एम.एस. बर्ड का सम्पूर्ण अध्ययन – औफिशियल वर्क लैटर ड्राफिटिंग आदि। 2. Ms Excel – 2010 - एम.एस. एक्सेल का सम्पूर्ण अध्ययन। – औफिषियल एकाउटिंग आदि 3. Ms Power Point- 2010 - एम.एस. पावर पाइंट का सम्पूर्ण अध्ययन। – प्रजेन्टेशन बनाना।	25 25 10
4-	Photoshop -7 : To make Photos Mixing फोटोशॉप – जिसमें फोटो कटिंग, फोटो सैटिंग, मर्जिंग, मिक्सिंग आदि।	25
5-	Flash – Max फ्लैस –मैक्स– जिसमें एनीमेशन, छोटी क्लिप फाइल, मूवी बनाना आदि।	20
6-	Dream Weaver Mx. ड्रीम वीवर – जिसमें इन्टरनेट के लिये वैवसाइट बनाना, आफ लाइन व आन लाइन। प्रोग्रामिंग के द्वारा।	25
7-	Tally 9.ERP with GST. टैली का परिचय – टैली के माध्यम से किसी कम्पनी या शोरूम का एकाउण्ट मैन्टेन करना, इन्वेन्ट्र मैनेजमैन्ट व जी.एस.टी. टैक्सेसन, पेरोल मैनेजमैन्ट आदि।	Remain time
8-	Project- In Any One Software उपरोक्त पढाये गये कोर्सों में से किसी एक में प्रोजेक्ट तैयार करना।	Remaining time
9-	Revision work फाइनल पेपर होने से पहले रिवीजन वर्क	Remaining time

Total Working days - 150

II Semester		6 Months	द्वितीय समेस्टर
10-	HTML/DHTML PROGRAMMING – इन्टरनेट प्रोग्रामिंग – वैब साइट बनाने के लिये प्रोग्रामिंग करना।		25
11-	Networking – Introduction of computer Networking and Its Tools नेटवर्किंग का परिचय– कम्प्यूटरों को आपस में जोड़ने का तरीका, विभिन्न प्रकार के नेटवर्क के बारे में विस्तृत जानकारी		20
12-	Internet - Detail knowledge about Internet & Online work इन्टरनेट का अध्ययन व इसके अन्दर कार्य करने का तरीका <ul style="list-style-type: none"> ई-मेल आई.डी बनाना व मेल भेजना व सैन्ड करना। फाइल डाउनलोड करना व अपलोड करना व फाइल, फोटो आदि भेजना। फेसबुक, हव्स्पऐप का इस्तेमाल करना, आदि। ब्राउजर के माध्यम से वैबसाइट खोलना व सर्फिंग करना। 		30
13-	Visual Basic 6 : To make Programming in VB, बिजुअल बेसिक – जिसमें किसी कम्पनी के लिये साफ्टवेयर बनाना, प्रोग्रामिंग करना।		30
14-	“C” Language - Programming in “C” Language सी लैंग्वेज – जिसमें प्रोग्रामिक करना, तथा प्रोग्राम का तरीका सीखना।		20
15-	Project Work – To make a project in any software कोर्स के अन्त में एक प्रोजेक्ट बनाना, वह किसी भी साफ्टवेयर का प्रयोग के द्वारा।		25
	Revision work फाइनल पेपर होने से पहले रिवीजन वर्क		Remaining time

Total Working days - 150

प्रथम समेस्टर में प्रति विषय का 80 माक्स का क्लास टैस्ट व 20 माक्स का प्रैक्टिकल लिया जायेगा।

समेस्टर के पूर्ण होने पर भारत सरकार, एम.एस.एम.ई.मंत्रालय द्वारा के अधिकारियों द्वारा ब्लाक सभागार खटीमा में फाइनल पेपर होगा जो कि प्रथम समेस्टर जिसमें 2 पेपर होंगे—पहला प्रातः 10 बजे 11 बजे तक तथा दूसरा 11 बजे से 12 बजे तक होगा।

इसी प्रकार द्वितीय समेस्टर में प्रति विषय का 80 माक्स का क्लास टैस्ट व 20 माक्स का प्रैक्टिकल लिया जायेगा।

समेस्टर के पूर्ण होने पर भारत सरकार, एम.एस.एम.ई.मंत्रालय द्वारा के अधिकारियों द्वारा ब्लाक सभागार खटीमा में फाइनल पेपर होगा जिसमें 2 पेपर होंगे—पहला प्रातः 12 बजे 01 बजे तक तथा दूसरा 1 बजे से 2 बजे तक होगा।

कोर्स पूर्ण होने के एक माह बाद दो मार्कसीट एवं एक डिप्लोमा प्रदान किया जायेगा। जो कि पूर्णतः सरकारी होगा तथा किसी भी विभाग में मान्य होगा।

DETAILS OF SOFTWARE COURSE

Certificate in Compute Application & Programming - 6 Months

<u>CERTIFICATE IN COMPUTE APPLICATION & PROGRAMMING - 6 MONTHS</u>	
	Fundamentals of Computer
	Windows 7.0
	MS Office – 2010 - MS Word 2010, MS Power Point 2010, Ms Excel
	Photoshop7 (Photo Graph work)
	Flash Max
	Dream weaver (Web site Builder)
	Project Work
<u>DIPLOMA IN COMPUTE APPLICATION & PROGRAMMING - 12 MONTHS</u>	
	Networking concepts and System Administration
	Internet online work
	Programming in Visual Basic
	Visual Basic – 6.0
	C++ Language
	Project Work

DETAILS OF HARDWARE COURSE

Diploma in Compute Hardware & Networking DCHN - 12 Months

Diploma in Computer Hardware & Networking	Block Design Of computer System
	Computer Electronics & Their Functions – Resistor, Capacitor, Transistor
	System Unit, Classification of Hardware.
	Input/output Devices, Memory management.
	File System- FAT 16, FAT32, NTFS,
	Working with Multi Meter.
	Mother Board- Functions, Identification, Section of M/B, Voltage
	Soldering & De soldering.
	Keyboard and Mouse Repairing, SMPS Functions & Voltage management.
	Disks Function – Hard disk, Floppy disk, CD –ROM
	Installation of Computer. - Assembling of Parts, Disassembling
	Installing of Windows 98, Me, Xp and Other Software's
	Load Drivers (Color, Sounds, Multimedia tools etc)
	The OSI Model, Technologies- Bus, Star, Ring, Tree
	Types of Networking - LAN, WAN, MAN
	Networking – Networking Card Installation, Cable Making & Connectors.
	TCP/IP Address, Client, Protocols, Adaptor, Services.
	Printer & Modem Sharing.
	Internet Connection Setting & Working.
	Problem Solving & Troubling, Hardware & Networking Problems.

FACILITIES

Training Hours	:	2 hour daily for ESTC Students & School going students for 1 hours daily.
Importance of3 Diploma	:	Conducted on completion of a module and finally after completion of course.
Diploma	:	The Diploma is registered in Employment Office, all over Uttarakhand. This Diploma is used for all Govt/Private Job in all over India
Credit Facility	:	Credit facility for passing examination for a limited period is available
Practical facility	:	Certificate/Diploma will be awarded by ESTC, Ministry of MSME, Govt.of India
Lab Facility	:	Lab facility for practical will be provided to the students of JSS on nominal lab charges
fter training	:	Placement facility to the pass out students by organizing campus interview or by depositing the Resume by the students.
Extra Activities	:	<ul style="list-style-type: none"> • Personality Development Programme, Quiz, presentation debate, Sports & games and picnic are organized from time to time as per convenience of the students. • Cold and Clear Water is available all the student in all Time. • The student make practice in Computer lab in extra slot after booking • The Motor Cycle / Cycle Parking are available all the time. • The student can take leave more than 15 days according to their real Condition.

IMPORTANT INSTRUCTION

1. Read this prospectus carefully and preserve it till you complete the course.
2. Incomplete Registration form/Admission form in any respect and without supporting documents will be summarily rejected.
3. Suppression of any information or furnishing any false information by a candidate will lead to immediate cancellation of his/her admission at any time, in such case fee paid shall be forfeited.
4. The institute reserves the rights to change the course curriculum whenever it will be felt that the change/modification could best serve the interest of students and the institute.
5. The institute is bound to complete the course within time, but in case the course of any batch is not completed within stipulated period due to any unavoidable circumstances, the students will have to pay extra fee for the extra period.
6. Students must be punctual and regular in their attendance. The student who remains on leaves frequently and unable to cope up the studies with his/her batch may be transferred to another batch at the discretion of the institute management.
7. The students will have to attend the theory and practical classes on regular basis, which are equally important.
8. The students will have to attend the module test examination immediately after completion of a module. The students, who could not attend the module test examination with his/her batch due to any reason, he/she will have to pay Rs. 10/- for attending module test separately. If any student skip any of the module test will affect their percentage in the result, for which the student will entirely be responsible.
9. The fee will be payable in advance between 1st to 10th day of every month. Late payment upto Rs 5 per days well be charged. A Lump sum Rs 50 will be charge if the students not deposit fee more than 10 days.
10. The trainee has to attend the theory and laboratory session of training compulsorily. The attendance should not be less than 75% to qualify for attending final examination and certification.
11. The students should carry Identity card at all times while at the center. Students have to produce it on demand and may be asked to leave the premises if fail to produce the same. Duplicate Identity card can be issued on loss of originally issued Identity Card.
12. Besides the course fee students will have to pay Library Membership Fee (Nonrefundable) so as to avail more books facility. The rules & regulations/condition of drawing books from the library are given on LIBRARY CARD.
13. The students will have to pay Rs. 200/- towards examination fee in per semester.
14. In case of loss/ re-correction of Diploma/Certificate of any students, duplicate diploma/certificate could be issued on payment of Rs 200/- per semester.
15. Any legal dispute will be subject to jurisdiction of the Hon'ble Courts of Khatima.