

Nifty ICT Solutions

Course List

Information Technology Foundation

Course Content

- Different classes of Computer Hardware
- Different classes of Computer Software
- Introduction Operating Systems – Windows XP Level 1
- Computer Storage Devices
- Overview of Networks
- The Internet
- Typing Tutor Level 1

Course Duration:	5 weeks
Lecture Frequency:	4 times per week
Number of Hours Per Lecture:	2 Hours
Course Fees:	D1500.00
Prerequisite:	None

Certificate, Information Technology

Course Content

- Microsoft Windows XP Level 2
- Microsoft Word Level 1 & 2
- Microsoft Excel Level 1 & 2
- Microsoft Access Level 1 & 2
- Microsoft Power Point 1& 2
- Microsoft Outlook 1& 2
- Introduction to Computer Networks
- The Internet: The World Wide Web, Emails, Web Sites and Search Engines,
- Basic Customer Care
- Typing Tutor Level 2

Course Duration:	4 weeks
Lecture Frequency:	5 times per week
Number of Hours Per Lecture:	2 Hours
Course Fees:	D3000.00
Prerequisite:	IT Foundation or Equivalent

Diploma, Information Technology

Course Content

Core Subjects

- Basic Mathematics for Computer Science
- Microsoft Windows XP Level 3 & 4
- Information Technology Ethics
- Introduction to Computer Security

Software Biased

- Microsoft Word Level 3 & 4
- Microsoft Excel Level 3 & 4
- Introduction to Database Programming & Access Level 3
- Basic HTML
- Computer Graphics

Hardware Biased

- Computer Networking
- Basic Electronics
- Digital Logic
- Basic Computer Components
- Operating System Installation

Course Duration:	12 weeks
Lecture Frequency:	4 times per week
Number of Hours Per Lecture:	2 Hours
Course Fees:	D6000.00
Prerequisite:	IT Certificate

Modular Courses

Microsoft Word

Duration:	2 weeks per Level
Lecture Frequency:	4 times per week
Number of Levels:	4
Course Fee:	D1000.00 Per Level
Prerequisite:	IT Foundation

Microsoft Excel

Duration:	2 weeks per Level
Lecture Frequency:	4 times per week
Number of Levels:	4
Course Fee:	D1000.00
Prerequisite:	IT Foundation

Microsoft Access

Duration: 4 weeks per Level
Lecture Frequency: 4 times per week
Number of Levels: 4
Course Fee: D2000.00 Per Level
Prerequisite: IT Foundation

Microsoft Power Point

Duration: 2 weeks per Level
Lecture Frequency: 2 times per week
Number of Levels: 4
Course Fee: D1000.00 Per Level
Prerequisite: IT Foundation and Word Level 2

Microsoft Windows

Duration: 2 weeks per Level
Lecture Frequency: 4 times per week
Number of Levels: 4
Course Fee: D1000.00 Per Level
Prerequisite: IT Foundation

Microsoft Publisher

Duration: 2 weeks per Level
Lecture Frequency: 2 times per week
Number of Levels: 4
Course Fee: D750.00 Per Level
Prerequisite: IT Foundation and Word Level 2

Web Site Design and Development

Duration: 16 weeks
Lecture Frequency: 2 times per week
Course Fee: D8000.00
Prerequisite: IT Foundation and Word Level 2

The Internet

Duration:

2 weeks per Level

Lecture Frequency:

2 times per week

Course Fee:

D1000.00

Prerequisite:

IT Foundation and Word Level 1