

## **VISION**

To be a Centre of excellence in developing careers and nurturing leaders responsive to the needs of the global society

## **MISSION**

To provide quality, flexible, affordable and recognized world class professional and academic programmes that lead to rewarding careers and organizational development through a multi-disciplinary and inter-disciplinary approach towards learning.

## **CORE VALUES**

The College shall adhere to the following core values in the realization of its vision and to fulfill its mission:



# OSHWAL COLLEGE

Centre of Academic Excellence  
Since 1992

## **CONTACTS**

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# OSHWAL COLLEGE

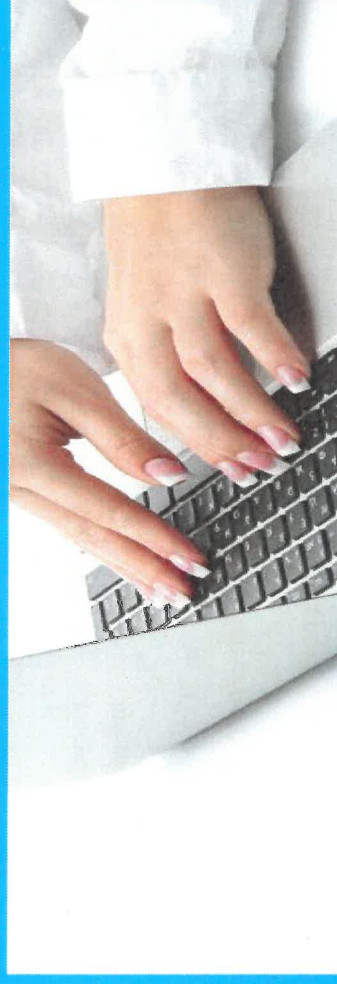
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## **INFORMATION TECHNOLOGY DEPARTMENT SHORT COURSES**

### **BROCHURE**

## **INTRODUCTION**

We offer Certification programmes which have been designed to offer different problem solving approaches for both learners, employees and entrepreneurs.



QuickBooks



POWER OF SIMPLICITY

Learn new skills today!

### 3. Graphic Design - Adobe Certified Associate

The Adobe Certified Associate (ACA) certification is an industry-recognized credential that effectively validates one's expertise in the Adobe Creative Cloud suite.

Those who possess the ACA certification can confidently prove that they have the skills and knowledge to meet the demands of today's design industry.

#### Modules Covered

[Graphic design & illustration using Adobe Illustrator](#)

Industry's premier vector-drawing environment for creating scalable graphics bringing unique vision to life with shapes, color, effects, and typography.

[Print & digital media publication using Adobe InDesign](#)

Powerful tool that sets the industry's new standard for print and digital page layout.

Offers pixel-perfect control over design and typography as users can create elegant and engaging page layouts for print or digital media.

[Visual design using Photoshop](#)

Industry-standard image editing software, used worldwide by professional

photographers, amateur photographers, and designers who want to perfect their digital images by going beyond what is captured by the camera.



### 4. Computerised Accounting Programmes

Its tailored to support accounting department to create companies, enter ledgers (debit and credit), and as well as generate reports like balance sheet, trial balance, check on double entry and contra entry.

Anybody who needs to maintain computerized financial records and accounts of an organization needs this course.

Modules on Offer:

-Quickbooks

-Tally erp 9 / Prime

### 5. Programming and Database Design

Programming and Database Design involve writing codes that instructs how a computer, application or software program performs by implementing, and maintaining a business's data management systems.

#### Skills Acquired

Develop computer software systems to solve real life problems e.g. Payroll systems, point of sale systems and many more.

#### Languages

Visual Basic

C Language Programming

SQL Introduction and Development

Java Programming

Mode of Exam

## KIDS SHORT COURSES

### YouTube Creator

LEVEL: BEGINNER

Kids will learn how to plan, produce, edit and share videos on today's most popular digital platform – YouTube.

Create content for social media

Produce, shoot and edit videos

Setup and design a successful YouTube channel

### Animation for Kids

LEVEL: BEGINNERS (AGES 8-9)

Kids enjoy creating animated videos while acquiring digital art skills.

**Intakes - Monthly**

Get a pathway to a prosperous career

## IT Technical Support Specialist

- Networking
- Network Security
- Device Configuration and Management



## 2. Microsoft Office Specialist

The Microsoft Office Specialist Program provides industry-leading assessments of skills and knowledge which guarantees that every certified user has demonstrated the ability to command the full features and functionality of Microsoft Office, preparing them for future academic or workforce opportunities.



Microsoft Office Specialist Program Pathway

### ASSOCIATE

Microsoft Office Specialist:  
Associate  
(Any 3)

→

- Excel Associate
- Word Associate
- Outlook Associate
- PowerPoint Associate

### EXPERT

Microsoft Office Specialist:  
Expert  
(Any 2)

- Access Expert
- Word Expert
- Excel Expert

+

Microsoft Office Specialist:  
Associate

### Value of Microsoft Certification

Microsoft Office Specialist certification gives students and workforce candidates the power to chart their own course, fulfill their ambition, and realize their potential.

### Microsoft Office Specialist Exams

Through Certiport's full pathway solution students will be provided with learning materials, practice tests, and a performance-based certification exam for each of the modules completed officially endorsed by Microsoft.

INTAKES : Weekly (Monday)

CLASS HOURS : Monday - 11AM : 1:00PM

Wednesday - 11AM : 1:00PM

Friday - 11AM : 1:00PM