

# COURSE CATALOGUE (EVENING PROGRAMME)

<b>Foundation Courses</b>	<b>Fees</b>
1. (a) Introduction to Computers (b) DOS/Windows	30,000/=
2. Secretarial Development	
(a) Microsoft Word	50,000/=
(b) Typing Tutor	30,000/=
(c) Use of Typewriter	20,000/=
3. Electronic Spreadsheet Management	
(a) Microsoft Excel	50,000/=
(b) Computerized Accounting (SAGE, TALLY, QUICKBOOKS)	100,000/=
4. Data-Base Management (Record keeping)	
(a) Microsoft Access	50,000/=
(b) Microsoft Power Point	50,000/=
5. Computerized Art & Design (Desktop Publishing)	
(a) Page Maker	60,000/=
(b) Print Shop	60,000/=
(c) Corel Draw	60,000/=
(d) Illustrator	60,000/=
6. Programming	
(a) Visual Basic	150,000/=
(b) C	150,000/=
7. The Internet	
(a) Introduction to Internet	40,000/=
(b) Internet - Web page designing	200,000/=
8. Courses Leading to the Award of Diplomas	
(a) Institute for the Management of Information Systems (IMIS) UK (6 months)	250,000/=
(b) Computer Science (2 years) Duration: 2 years - 4 semesters	300,000/=
(c) Diploma in Information Technology (1 year)	300,000/=
(d) Diploma in System Administration (1 year)	300,000/=
(e) Diploma in Software Engineering (1 year)	300,000/=
(f) Diploma in Computer Maintenance and repair (1yr)	300,000/=
9. Networking	
10. Automated Travel Services Galileo	60,000/=



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