

SUCCESSFUL INSTITUTE OF TECHNOLOGY

An Autonomous Institution Registered Under The Public Trust & of India NCT New Delhi
AN ISO 9001:2015 Certified Computer Education & Registered Under Ministry of MSME
Govt of India Regd. Office: 1/1449/6, Durgapuri Chowk, Loni Road, Shahdara, Delhi
sitdurgapuri@gmail.com
9560535866 | 011-47656981

BASIC + CYBERT CAFÉ

MODULE – 1

- ❖ Paint
- ❖ Notepad
- ❖ WordPad
- ❖ Introduction Of Computer
- ❖ Benefits Of Computer
- ❖ Input Processing & Output Cycle
- ❖ Introduction To Ms Office
- ❖ Introduction To Ms Word
- ❖ Introduction To Ms Excel
- ❖ Introduction To Ms- Power Point
- ❖ Introduction Toms- Access
- ❖ Introduction To Internet

MODULE -2

- ❖ How To Create An E-Mail Id & Use
- ❖ How To Use Facebook & Twitter
- ❖ Railway Enquiry & Tickets Booking On IRCTC
- ❖ Flight & Hotel Booking
- ❖ How To Download Aadhar Card
- ❖ Pan Card & Passport Tracking Status
- ❖ How To Download Voter Id List
- ❖ How To Use Net Banking (P.N.B , S.B.I , B.O.I, etc.)
- ❖ How To Apply Online Income , Residential Cast Certificates
- ❖ How To Download Software & Apps
- ❖ How To Download Movies & Songs
- ❖ How To Online Recharge & Electricity Bill Payment
- ❖ How To Fine Venue & Land Properties
- ❖ How To Fill Online Form (Railway, SSC, Banking etc.)
- ❖ How To Download Admit Card



- ❖ How to Find Any Results (CBSE, BSEB, Railway& SSC etc.)
- ❖ Online Exam Preparation
- ❖ Images Search & Download
- ❖ Route & Driving Directions Enter Your Destination On Maps
- ❖ How To Use Google Translate
- ❖ Watching Videos &Download On YouTube
- ❖ Reading Newspaper Online (Hindustan , Danikjagran Etc.)

❖ PROJECTS

COURSE DURATION

5 MONTHS

FEES: 5,500/-