

# SHORT TERM & CERTIFICATE COURSES

COURSE NAME	DURATION	COURSE FEES
MS-WORD	40 DAYS	2000/-
MS-POWER POINT	40 DAYS	2000/-
COREL DRAW	2 MONTHS	1000/-
R PROGRAMMING	4 MONTHS	5000/-
PHOTOSHOP	2 MONTHS	1000/-
AUTO CAD (2D)	2 MONTHS	2500/-
GO- PROGRAMMING	2 MONTHS	2000/-
C++ PROGRAMMING	2 MONTHS	2000/-
C#PROGRAMMING (C- Sharp)	3 MONTHS	3000/-
JAVA PROGRAMMING	2 MONTHS	3000/-
HTML/XML	40 DAYS	1800/-
PHP PROGRAMMING	3 MONTHS	4000/-
ORACLE-SQL	2 MONTHS	3000/-
MY SQL DATABASE	2 MONTHS	3000/-
SQL SERVER DATABASE	2 MONTHS	3500/-
BCC	2 MONTHS	2000/-
PYTHON	4 MONTHS	6000/-
JAVA SCRIPT	4 MONTHS	5000/-
KOTLIN	4 MONTHS	5000/-

**this is how we help you stand proudly on your own feet**

*Discover your own unknown Potential! Come and join ..*

**NIMACT<sup>®</sup>**  
An Intelligent Solution

Centre for Computer Training & Services

E-mail ID- irtan@nimactdln.com

An Intelligent Solution  
**NIMACT<sup>®</sup>**  
DOEACC CENTRE NIELIT (Govt. of India)

## PROSPECTUS

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Contact No. : 9415864602, 8858482005  
Website : [www.nimactdln.com](http://www.nimactdln.com)



ग.इ.सू.प्रौ.सं  
**NIELIT**

### ★ Advance Diploma in Computer Applications (ADCA+CCC)

Eligibility: 10<sup>th</sup> Standard

#### Course Contents:

- Computer Science, AI & ICT
- Operating System (Windows/Linux)
- Microsoft Office (Word, Excel, Access, Power Point, Outlook)
- Advanced Excel
- Database (RDBMS)
- Network Technology (Internet)
- Electronic & Communication Technology
- Tally Prime
- Financial Accounting /Inventory/Taxation/Banking/ Payroll Manufacturing
- Project Work
- Tax (GST,VAT,Excise Duty, Income Tax, TDS)
- Digital Financial Services
- Google Apps
- Libre Office / Office 365
- Future Technologies
- Cloud Computing
- Programming / Coding
- MIS

### ★ Diploma in Information Technology (DIT)

Duration: 1 Year  
Course Fees: 8500/-

#### Course Contents :

- Computer Science & AI
- Operating System (Windows)
- Information Technology
- Microsoft Office (Excel, Word, Access, Power Point, Outlook)
- Advanced Excel
- Database (RDBMS)
- Network Technology (Internet)
- Tally Prime GST
- Financial Accounting/Inventory
- Manufacturing
- Taxation/Banking & Payroll
- MIS
- Project Work

### ★ Diploma in Financial Accounting (DFA)

Duration: 6 Months  
Course Fees: 5500/-

#### Course Contents:

- Eligibility: 10<sup>th</sup> Standard
- Course Contents:
  - Microsoft Excel & AI
  - Advanced Excel
  - Accounting Concepts
  - Business Application
  - Financial Accounting
  - Inventory
  - Banking / Payroll
  - Tally Prime- GST
  - Tax (GST/VAT)/Income/Tax/TDS/Excise Duty/TCS
  - Manufacturing
  - Data Migration
  - MS
  - Reporting
  - Project Work

Duration: 6 Months

Course Fees: 5000/-

### ★ Diploma in Computer Applications (DCA)

Eligibility: 10<sup>th</sup> Standard

#### Course Contents:

- Basics of Information Technology
- Operating System
- Microsoft Word
- Microsoft Excel
- Advanced Excel
- Microsoft Power Point
- Network Technology
- Internet
- Project Work

### ★ ADVANCED EXCEL & DATA ANALYST SPECIALIST (AEAS)

ELIGIBILITY: 10th

#### Course Contents:

- Data Modelling Concepts.
- Advanced Excel Techniques: Formulas, Pivot Tables, Power Query
- Data Analysis & Visualization: Dashboards, Data Interpretation
- Excel/Automation: Macros, VBA Scripting, Chart/Sparklines.
- AI Integration: Using ChatGPT, DeepSeek, Grok, Copilot, Gemini
- Qwen, Perplexity AI for Data Insights, Formula Auditing.
- Business Applications: MIS Reports, Sales Forecasting
- Practical Projects: Real-world Data Analysis Tasks
- Live Project : End-to-End Data Analysis for a Business
- DAX, LAMBDA, Array Function
- Data Consolidation Filteration Data Tools.
- Internship & Career Preparation

### ★ Courses on Computer Concepts (CCC)

Eligibility: Open to all

#### Course Contents:

- Overviews Of Computer
- Operating System
- MS Word (Word Processor)
- MS Excel (Spread Sheet)
- Advanced Excel
- Libre Office
- Digital Financial Services
- Network Technology
- Communication Technology
- MS Power Point (Presentation)
- Project Work

Duration: 6 Months

Course Fees: 5500/-

### ★ Diploma In Computer Science (DCS)

Eligibility: 12<sup>th</sup> Standard

#### Course Contents:

- Basic Computer Knowledge & AI
- Fundamental of Computer
- Operating System
- C Programming
- Database Management System
- Network Essentials
- Web Designing-HTML-Programming
- C++ Programming
- Python Programming
- Project Work

Duration: 1 Year

Course Fees: 8000/-

Duration: 4 Months  
Course Fees: 4000/-

### ★ Diploma in Web Technology (DWT)

Eligibility: 10th Standard

Course Fees: 5000/-

- \* PHP
- \* HTML/XML
- \* Photoshop

### ★ CAD Smart Professionals

Eligibility: Open to All

#### Course Contents:

- \* Auto CAD
- \* Creating Text
- \* Drawing & Invoking Commands

### ★ Certificate in Information Technology (CIT)

Eligibility: Open to all

#### Course Contents:

- \* Microsoft Word
- \* Microsoft Excel
- \* Internet

### ★ ASP.NET Smart Professionals

Eligibility: 10th Standard

#### Course Contents: Pre-Requisite : Programming Basics

- \* Programming in C#
- \* Developing ASP.NET Applications
- \* Web Programming in ASP.NET
- \* Windows Forms Programming with C#

Duration: 4 Months  
Course Fees: 4000/-

Duration: 6 Months  
Course Fees: 4200/-

★ Executive Graphics Designer & Desktop Publisher (E-DTP)  
Eligibility: 10<sup>th</sup> Standard  
Duration: 6 Months  
Course Fees: 5000/-

### ★ Diploma in Database Administration (DDA)

Eligibility: 10th Standard

#### Course Contents:

- \* Database Concepts
- \* SQL and SQL +Plus
- \* PL / SQL

Duration: 6 Months  
Course Fees: 4200/-

★ 'O' Level  
Eligibility: 10th Standard  
Course Contents:  
\* IT Tools & Business Solution  
\* C Language  
\* Multimedia  
\* Web Designing  
\* Dot Net Technology  
\* Project Work

★ Certified Industrial Accountant (CIA)-TALLY  
Eligibility: 10<sup>th</sup> Standard  
Duration: 4 Months  
Course Fees: 3500/-

Eligibility: 10<sup>th</sup> Standard

#### Course Contents:

- \* Basic of Accounting
- \* Accounting Concepts
- \* Financial Accounting
- \* Tally Prime
- \* Account, Inventory
- \* Taxation ( GST, TDS, TCS, IT )
- \* Voucher, Manufacturing
- \* Analyze Financial Statements
- \* Use Ratio Analysis
- \* Digital Transaction

- \* Banking / Insurance / Mutual Fund / Bond / Share
- \* Accounting Documents
- \* Report / Final Account
- \* Data Migration
- \* Technical Analysis
- \* Multi Currency
- \* TDL (TALLY Coding)
- \* MIS
- \* Bank Statement, Bank Reconciliation (BRS)
- \* Project Work

## ADVANCED EXCEL & DATA ANALYST SPECIALIST (AEAS)

DURATION: 4 Months

FEES: ₹ 4,000

COURSE CONTENTS:

- ✓ Advanced Excel Techniques: Formulas, Pivot Tables, Power Query
- ✓ Data Analysis & Visualization: Dashboards, Data Interpretation
- ✓ Excel Automation: Macros, VBA Scripting
- ✓ AI Integration: Using ChatGPT, DeepSeek, Grok, Copilot, Gemini, Qwen, Perplexity AI for Data Insights
- ✓ Business Applications: MIS Reports, Sales Forecasting
- ✓ Practical Projects: Real-world Data Analysis Tasks
- ✓ Live Project: End-to-End Data Analysis for a Business
- ✓ Internship & Career Preparation

## PROFESSIONAL CERTIFICATE IN CLOUD COMPUTING (PCC - Cloud)

DURATION: 6 Months

FEES: ₹ 7,000

COURSE CONTENTS:

- ✓ Cloud Computing Basics: Definition, History, Cloud Models (IaaS, PaaS, SaaS)
- ✓ Deployment Models: Public, Private, Hybrid, and Community Cloud
- ✓ Virtualization & Storage: Virtual Machines, Containers, Cloud Storage Concepts
- ✓ Top Cloud Platforms: Introduction to AWS, Microsoft Azure, Google Cloud Platform
- ✓ AWS Essentials: EC2, S3, IAM, Lambda, CloudWatch
- ✓ Microsoft Azure: Virtual Machines, Blob Storage, Azure Portal Basics
- ✓ Google Cloud Basics: Compute Engine, Cloud Storage, BigQuery
- ✓ Cloud Security & Compliance: IAM, Encryption, GDPR, ISO/IEC Standards
- ✓ DevOps Basics: CI/CD, Docker, Kubernetes Fundamentals
- ✓ AI & Automation in Cloud: Auto Scaling, AI-based Monitoring Tools (e.g., ChatGPT, Grok, Copilot)
- ✓ Live Project: Deploying a Web App on Cloud with Monitoring
- ✓ Internship & Career Preparation

ELIGIBILITY: 10TH

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**DURATION: 6 Months****FEES: ₹ 7,000****COURSE CONTENTS:**

- ✓ Digital Marketing Basics: SEO, Google Ads, Social Media Marketing
- ✓ Website Creation & Blogging: WordPress, Blogger, Affiliate Marketing
- ✓ SEO & Content Marketing: On-Page, Off-Page, Keyword Research
- ✓ Social Media Marketing: Facebook, Instagram, YouTube Ads
- ✓ Google Ads & PPC: Search Ads, Display Ads, Remarketing
- ✓ Email & WhatsApp Marketing: Automation Tools, Lead Generation
- ✓ AI in Digital Marketing: ChatGPT, DeepSeek, Grok, Copilot, Gemini, Qwen, Perplexity AI for Content Generation
- ✓ Freelancing & Monetization: Fiverr, Upwork, Freelancer
- ✓ Live Project: Digital Marketing Strategy for a Business
- ✓ Internship & Career Preparation

**ELIGIBILITY: 10th****DURATION: 6 Months****FEES: ₹ 6,000****COURSE CONTENTS:**

- ✓ Document Control Fundamentals: Versioning, Naming Conventions
- ✓ MS Office for Documentation: Word, Excel (Advanced), PowerPoint
- ✓ PDF Management: Editing, Converting, Security Protocols
- ✓ Cloud Document Management: Google Drive, OneDrive, AWS S3
- ✓ ISO Standards & Compliance: ISO 9001, Data Security Regulations
- ✓ AI-Powered Document Automation: ChatGPT, DeepSeek, Grok, Copilot, Gemini, Qwen, Perplexity AI for Documentation
- ✓ Live Industry Project: Document Control for a Business Case
- ✓ Internship & Career Preparation

**ELIGIBILITY: 10th**

## PROFESSIONAL DATA ANALYST CERTIFICATION (PDAC)

**DURATION: 6 Months****FEES: ₹ 8,000****COURSE CONTENTS:**

- ✓ Introduction to Data Analytics: Data Types, Data Lifecycle
- ✓ Advanced Excel for Data Analysis: Pivot Tables, Power Query, Macros
- ✓ SQL Basics: Database Management, Joins, Query Optimization
- ✓ Python for Data Analysis: NumPy, Pandas, Matplotlib
- ✓ Power BI & Data Visualization: Interactive Dashboards
- ✓ Machine Learning Basics: Supervised & Unsupervised Learning
- ✓ AI Tools in Data Analytics: ChatGPT, DeepSeek AI, Grok, Copilot, Gemini, Qwen, Perplexity AI
- ✓ Capstone Project: Real-world Dataset Analysis
- ✓ Internship & Career Preparation

**ELIGIBILITY: 10th**

## AI ESSENTIALS FOR PROFESSIONALS (AIEP)

**DURATION: 3 Months****FEES: ₹ 3,500****COURSE CONTENTS:**

- ✓ AI Basics: Concepts, Machine Learning vs AI
- ✓ AI Tools Overview: ChatGPT, DeepSeek, Grok, Copilot, Gemini, Qwen, Perplexity AI
- ✓ Content Creation with AI: Text, Image, and Video Automation
- ✓ AI in Business: Marketing, Customer Support, Process Automation
- ✓ Ethical Considerations: Bias, Privacy, AI Regulations
- ✓ Live AI Projects: Implementing AI in a Marketing Campaign
- ✓ Internship & Career Preparation

**ELIGIBILITY: 10th**