Chhayan
Roodra Academy

Microsoft Office

Duration -40 Days   **Fees -2800**

YOU LEARN:-

MS Paint	- 1 Day
Notepad	- 1 Day
WordPad	- 1 Day
MS Word	- 12 Days
MS Excel (No Advance)	– 15 Days
MS PowerPoint	- 10 Days

*****Each day 2 Hours Class**

***** Certificate will be given only by Roodra Institute which will be valid upto private sector, there will be no guarantee for government recruitment.**

****The exam will be conducted on online website**

Hardware ,Networking And Cyber Security

(Basic Course Only)

Duration -30 Days   **Fees -3000**

YOU LEARN:-

Window Installation And Troubleshooting

Driver Installation And Troubleshooting

Office Installation and Troubleshooting

Printer Installation And Troubleshooting

PC Assembling And Parts

LAN Setting

LAN Cable Making

Deference between LAN & WAN

Clint Creation And Connectivity

Cyber Security Fundamental

***** 2 Hours class daily only

***** Certificate will be given only by Roodra Institute which will be valid upto private sector, there will be no guarantee for government recruitment.

****The exam will be conducted on online website

RS-CIT

(Rajasthan State Certificate course in Information Technology)

Duration -90 Days   **Fees -4800**

YOU LEARN:-

Computer Systems
Internet Applications
Operating systems
MS Word Basics
Computer Networking
MS Power Point Basics
Latest Trends in IT
MS Excel Basics
Uses of Computers
Introduction to Internet
Introduction to Computers
MS Word Advance
Computer Administration

*****Each day 1 Hours Class

***** Certificate will be given only by VMOU, Kota

****The exam will be conducted Offline

DECE

(Diploma In Early Childhood Care Education)

Duration -1 Year   **Fees -13500**

YOU LEARN:-

बाल देखभाल सेवाओं का संगठन

बाल स्वस्थ्य और पोषण

बच्चों के लिए सेवायें एवं संचालक

परियोजना कार्य : प्रारम्भिक बाल्यावस्था केंद्र में बच्चों के साथ कार्य करना

*****One class a week which will be for only 2 hours

***** Certificate will be given only by IGNOU.

****The exam will be conducted Offline