



DCAT & MCAT

(Diploma in Computer Application & Training) & (Master Diploma in Computer Application & Training)

Course Code: - LT 24 & 25

Duration - One Year

Objective: To produce a complete business professionals and computer teachers with integrated knowledge of computer programming, communication techniques and teaching methodology, to change the conventional pattern of education to smart education with e-learning and e-readiness for computerized automated institution or office management.

DETAILED COURSE OF STUDY:

Modules -I	DCA
Modules-II	Concept of Programming: PROGRAMMING IN 'C'
Modules-III	[For DCAT] Logo & Basic [For MDCAT] Programming in Visual Basic (VB) & Structure Query Language (SQL)
Modules-IV	DTP (Desktop Publishing) Page Maker, CorelDraw, Photoshop, Scanning
Modules-V	Accounting Package Tally
Modules-IV	Communication Techniques in Hindi & English
Modules-VII	Teaching Methodology (Two days in a week for another six months)

Is used to develop the teaching skills of trainees. It will be provided to the trainees two day in a week for an hour.

One Month Teacher - Training Period

In between the course, Teacher-Training period should be given to the trainees. the period may be for 1 or 2 months. During this period, they have to take minimum 30 classes and put proper grading to them.



Assignment / Project

While teaching each Module about computer, proper assignments and project work should be given to teacher trainees.

CLASS TEST

The instructor may conduct Class Test & Internal Assessment during each module.

SEMINAR & G.D.:

It is necessary to all the trainees to attend the seminar and group discussion. which is held at study centers time to time.

Admission Process & Eligibility:

FOR MDCAT: Graduate in any stream from a recognized university.

For DCAT: Intermediate passed or appearing from recognized board.

Fee Structure:

In Lumpsum :

For MDCAT: Rs. 12,000/-

For DCAT: Rs. 10,000/-

In Installment:

For MDCAT: Rs. 5000+5000+4000=14,000/-

For DCAT: Rs. 5000+4000+3000=12,000/-