ACC (Awareness in Computer Concepts) Course Contents:

Dur: 01 Months

Chapter	Chapter	Allocated Hours (Theory)	Allocated Hours (Lab)
1	Introduction to Computer	1	1
2	Operating a Computer System	1	2
3	Create, Edit and Format documents using Word Processor	2	3
4	Introduction to Internet and finding information on Internet	2	2
5	Working with e-mail	1	1
6	Understanding Financial Literacy and e-Governance Services	2	2
	Total Hours	**9**	**11**