

ECC (Expert Computer Course) Course Contents:

Eligibility: 12th

Dur: 06 Months

S.No	Chapter	Theory Hours (Hrs)	Practical Hours	Total Hours
1.	Introduction to Computer & Basic Concepts	3	6	9
2.	Operating System	3	6	9
3.	Basic Computer Hardware	5	10	15
4.	Word Processing	5	10	15
5.	Spreadsheets	5	10	15
6.	Presentations	5	10	15
7.	Database Management Systems	4	8	12
8.	Cyber Security	6	6	12
9.	PC maintenance, security & troubleshooting	5	10	15
10.	Networking and troubleshooting	4	8	12
11.	Latest trends in IECT & e-Governance	4	9	13
12.	Application of Digital Financial Services	1	1	2
13.	Electronic Mail – A detailed view	4	8	12
14.	Introduction to Multimedia	5	9	14
15.	HTML Programming Basics	4	8	12
16.	Soft Skills	9	9	18
Total Hours		72	128	200