



Shaping
a
Better
Tomorrow

YOUTH COMPUTER TRAINING CENTRE
Joint Initiative of Youth Services
Government of West Bengal

About Us

West Bengal is on the threshold of entering an era of industrial rejuvenation thanks to the new industrial policy of the Govt. of West Bengal. At this juncture there will be an increasing demand of trained technical persons capable of driving our state to the 21 Century. Day by day the industries are orienting themselves towards automation & Computerisation resulting in a huge demand of qualified Computer Professionals. Private computer training institutes are offering various courses to take advantage of this situation where Govt. institutes are not enough in number to cater to this demand of Computer Training. *The Sports & Youth Services Department (Youth Services Branch) OF Govt. of West Bengal* has come forward in this connection to help set up Computer Training Institute to cater to the increasing needs of the Youth of West Bengal. Being encouraged by the success achieved by the District Youth Computer raining Centres the facilities of Computer Training are gradually being expanded to include the Sub-divisional headquarters of West Bengal & also the rural areas.

LAB Facilities

The lab are well designed to provide a congenial environment for learning, the labs are equipped with range of *State-of-the-art Computer*. The computera are interconnected through *Local Area Network (LAN)*.

Faculty

Our expert & experienced faculties are drawn from the industry. They are young & friendly and the students can expect to benifit from their focus relating theoretical issues to their business applications.

Study Materials

The students are given exhaustive study material which is designed to benefit the students not only during the course but also as a reference tool in their future career.

Examination

After the end of each topic a theoretical & a practical exam is held on each subject. Judging by the performances of these examinations the final grades are awarded at the end of the course.

Certificate

A Certificate will be issued by *Govt. of West Bengal (Youth Services)* on successful completion of training.



RULES & REGULATION

- ☞ The Student have to be very punctual in attending theory & practical class.
- ☞ Student must Turn off Cell Phone while using the Computer Lab.
- ☞ To be able for appearing in the examinations, a student must have attended at least 80% of the classes of that module. Student have to obtain at least 40% aggregate average marks in the aggregate in all modular examinations to be eligible for a certificate.
- ☞ Students applying for the 1 year Diploma Course will not to be allowed to shorten his course to the 6 months Certificate course.
- ☞ The students applying for admission must read the prospectus carefully & convince himself that he qualifies for the training. In case, if in any part of the admission process or after the commencement of classes he is found to be ineligible, he may be expelled from the institute & no refund will be given in that case.

Admission Criteria

Admission is open to Indian citizens in the age group of 15 to 40 years.

Application Form should enclose the followings:

- Two Passport size photograph.
- Photocopy of Madhyamik Admit Card or Certificate.
- Photocopy of Madhyamik or H.S Mark Sheet.
- Photocopy of Ration Card or Adhaar Card(UID).



YOUTH COMPUTER

Basirhat College Para

Certificate in Information Technology Application (CITA)

Duration : 6 months

Fundamentals of Computer
Operating System - Windows 7
MS-Office 2010 (Word, Excel & PowerPoint)
Database Management System (Visual FoxPro)

Eligibility : Madhyamik or Equivalent Passed / Appeared or higher

Course Fees : Rs. 2,000/- [600/- + 350/- X 4 Months]



Diploma in Information Technology Application (DITA)

Duration : 12 months.

The course is divided into two semesters of 6 months each.

1st Semester : same as CITA.

2nd Semester :

Programming Concepts Algorithm & Flow chart.
Visual Basic
RDBMS concepts with Ms- Access
Project on Visual Basic & MS-Access
Internet & E-Mail
Overview of VB.Net

Eligibility : Madhyamik Passed or Equivalent / Appeared or higher

Course Fees : Rs. 2,000/- + 3,000/- = 5,000/-

Fees to be paid for during the 2nd Semester is Rs. 3,000/-
[1,000/- + 500/- X 4 Months]



Advance Diploma in Information Technology Application (ADITA)

Duration : 18 months

The course is divided into three semesters of 6 months each.

1st Semester : Same as CITA.

2nd Semester : Same as DITA (II Sem)

3rd Semester :

C++ with OOPS.
VB.Net
Javascript, VB Script
R/L Project with VB.Net

Eligibility : 10+2 passed / Appeared + DITA or Higher

Total Fees : Rs. 2,000/- + 3,000/- + 3,000/- = Rs. 8,000/-

Fees to be paid for during the 3rd Semester is Rs. 3,000/-
[1,000/- + 500/- X 4 Months]





Certificate in Desk Top Publishing (CDTP)

Duration : 6 months

Fundamentals of Computer
Operating System - Windows 7
MS-Word 2010
Adobe PageMaker.
CorelDRAW
Use of Bengal fonts in Publications.

Eligibility : Madhyamik or Equivalent Passed / Appeared or higher

Course Fees : Rs. 2,000/- [600/- + 350/- X 4 Months]



Diploma in Desk Top Publishing (DDTP)

Duration : 12 months.

The course is divided into two semesters of 6 months each.

1st Semester : same as CDTP.

2nd Semester :

Scanning & Editing Images of Publications.
Adobe Photoshop.
Freehand
Flash, Handling Scanner & Digital Camera
Internet & E-Mail

Eligibility : Madhyamik Passed or Equivalent/Appeared or higher

Course Fees : Rs. 2,000/- + 3,000/- = 5,000/-

Fees to be paid for during the 2nd Semester is Rs. 3,000/-
[1,000/- + 500/- X 4 Months]



Advance Diploma in Desk Top Publishing (ADDTP)

Duration : 18 months

The course is divided into three semesters of 6 months each.

1st Semester : Same as CDTP.

2nd Semester : Same as DDTP (II Sem)

3rd Semester :

Adobe ILLUstrator.
Adobe Indesign.
Basic of web designing with Flash
Dreamweaver or Adobe Premiere

Eligibility : 10+2 passed / Appeared + DDTP or Higher

Total Fees : Rs. 2,000/- + 3,000/- + 3,000/- = Rs. 8,000/-

Fees to be paid for during the 3rd Semester is Rs. 3,000/-
[1,000/- + 500/- X 4 Months]





YOUTH COMPUTER

Basirhat College Para

Financial Accounting System

Certificate in Financial Accounting System (CFAS)

Duration : 6 months

Fundamentals of Computer
Operating System - Windows 7
MS-Word 2010
Two Financial Accounting Packages.

Eligibility : Madhyamik or Equivalent Passed / Appeared or higher

Course Fees : Rs. 2,000/- [600/- + 350/- X 4 Months]



Diploma in Financial Accounting System (DFAS)

Duration : 12 months.

The course is divided into two semesters of 6 months each.

1st Semester : same as CFAS.

2nd Semester :

Database Management System (Visual FoxPro).
Ms-PowerPoint.
Ms-Excel with Project Management Tools.
Internet & E-Mail
Two Financial Accounting Packages.

Eligibility : Madhyamik Passed or Equivalent/Appeared or higher

Course Fees : Rs. 2,000/- +3,000/- =5,000/-

Fees to be paid for during the 2nd Semester is Rs. 3,000/-
[1,000/- + 500/- X 4 Months]

Advance Diploma in Financial Accounting System (ADFAS)

Duration : 18 months

The course is divided into three semesters of 6 months each.

1st Semester : Same as CFAS.

2nd Semester : Same as DFAS (II Sem)

3rd Semester :

Payroll System
Taxation Software
TDS & e-return preparation Software
Advanced Financial Management with FA packages
Share Trading Software.

Eligibility : 10+2 passed / Appeared + DFAS or Higher

Total Fees : Rs. 2,000/- + 3,000/- + 3,000/- = Rs. 8,000/-

Fees to be paid for during the 3rd Semester is Rs. 3,000/-
[1,000/- +500/- X 4 Months]





YOUTH COMPUTER

Basirhat College Para

Hardware And Networking

Certificate in Computer Hardware Maintenance (CCHM)

Duration : 6 months

Basic Electronics.
Digital Electronics.
Basic Hardware Theory.
Construction & Functioning of Different
Personal Computer Parts
(Monitor, Motherboard, Hard disk, CD-ROM etc.)
Software Installation.
Troubleshooting.

Eligibility : 10+2 passed / Appeared

Course Fees : Rs. 2,800/- [800/- + 500/- X 4 Months]



Diploma in Computer Hardware Maintenance (DCHM)

Duration : 12 months

The course is divided into two semesters of 6 months each. The course content, fees & others for the 1st semester is same as CCHM.

2nd Semester :

Basic Network Theory.
Network Protocols & Topologies.
Cabling.
Peer to Peer Networks.
Client-Server Networking.
Setting up Internet.
Proxy Server Setup.
Network Setup with Windows NT.

Eligibility : 10+2 passed / Appeared.

Course Fees : Rs. 2,800/- + Rs. 3,200 = 6,000/-

Fees to be paid for during the 2nd Semester is Rs. 3,200/-
[1,200/- + 500/- X 4 Months]





Certificate in Basic Multimedia (CBM)

Duration : 6 months

Creating Illustrations with Adobe Illustrator , CorelDraw
Imaging with Adobe Photoshop.
2D Animation with Flash.
Authoring with Adobe Director.
Sound Editing with Sound Forge.

Eligibility : 10 Passed /Appeared with CDTF / DDTF.

Course Fees : Rs. 5,500/- [2,300/- + 800/- X 4 Months]



Certificate in Web Designing (CWD)

Duration : 6 months

Concepts on Internet, Protocols, Browsers.
Domain names & registering domain names.
HTML, DHTML, XML, and Java Script.
Implementation using Dreamweaver.
Gif Animator, Cool 3D.
Project on Web Page Designing.
Available Web Hosting options.

Eligibility : 10+2 Passed / Appeared or
Diploma in Engineering or higher.

Course Fees : Rs. 3,600/- [1,200/- + 600/- X 4 Months]



Certificate in Client Server Technology (CCST)

Duration : 6 months

Windows NT
SQL Server
ORACLE
Real life Project on ORACLE

Eligibility : 10+2 Passed / Appeared and Computer Knowledge.

Course Fees : Rs. 5,000/- [2,000/- + 750/- X 4 Months]

Certificate in Computer Aided Designing (CCAD)

Duration : 6 months

Fundamentals of Computer.
Operating System - Windows Vista
Ms-Word
AUTOCAD, Autolips
Internet & E-Mail

Eligibility : Polytechnic student

Course Fees : Rs. 2,800/- [800/- + 500/- X 4 Months]





YOUTH COMPUTER

Basirhat College Para

Lateral entry procedure :

If any existing student is willing to take admission in CFAS or CDTP after successful completion of CITA or equivalent, they have to pay only Rs. 1,200/- as Course Fees instead of Rs. 2,000/- for remaining modules, common modules between the Courses will not be repeated. The same procedure will also be followed for the following Courses :



Existing / Past YCTC Students of Passed	Willing to take admission in	Fees
CITA	CFAS / CDTP	Rs. 1,200/-
CDTP	CITA / CFAS	Rs. 1,200/-
CFAS	CITA / CDTP	Rs. 1,200/-
DFAS	DITA (for Sem II only)	Rs. 3,000/-



Lateral entry procedure

Marks to be carried forward to the next course in case of lateral entry :

After passing the course	Getting into the course	% Marks of the paper to be carried on
CITA	CFAS / CDTP	Paper I of CITA
CDTP	CITA / CFAS	Paper I of CDTP
CFAS	CITA / CDTP	Paper I of CDTP
DFAS	DITA (for Sem II only)	Paper I of DFAS 1 st Sem & Paper II of DFAS 2 nd Sem



