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BECOME BEST

FROM TRAINING TO HIRING: THAT'S THE MIND IN TECH'S PROMISE

CONTACT US



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MIND IN TECH COMPUTER INSTITUTE NEAR CCB COMPLEX, PRINCE COLONY, JAITPUR, BADARPUR NEW DELHI

WHY CHOOSE US?

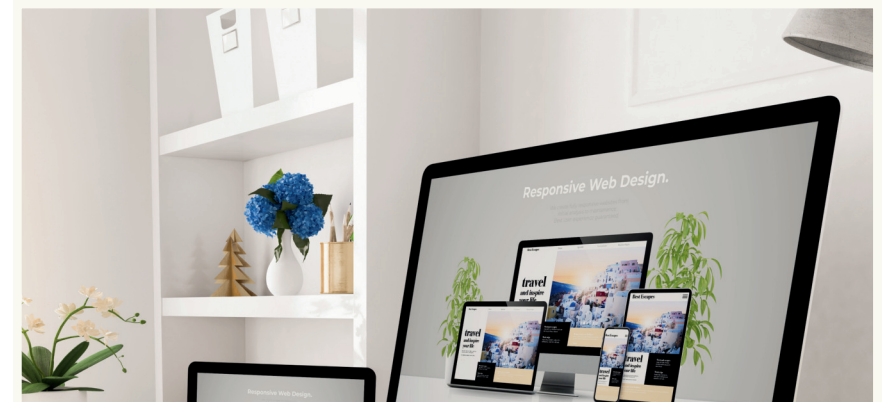
- Job-Ready, Industry-Aligned Curriculum
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MIT INSTITUTE OF
COMPUTER EDUCATION



ADCA

ADVANCE DIPLOMA IN COMPUTER APPLICATIONS



WE CREATE PROFESSIONAL OFFICE MANAGEMENT,
GRAPHIC DESIGNERS, WEB DESIGNERS, WEB
DEVELOPER, VIDEO EDITOR



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BASIC COMPUTER PROGRAM

MODULE : 1 - FUNDAMENTAL, TYPING, MS-PAINT, INTERNET, MS-WORD, MS-EXCEL, MS-POWERPOINT

BASIC

FUNDAMENTAL OF COMPUTER, PARTS OF COMPUTER, GENERATION OF COMPUTER, WINDOWS USING OF ASCCESSORIES, CALCULATOR, OSK, MAGNIFIER, RUN COMMAND, CREATE AND RENAME, COPY AND PASTE, DELETE & RESTORE, TYPING, USE OF MS-PAINT, USE OF INTERNET

WORD

INTRODUCTION, INTRO ABOUT TAB, BOOKMARK, HYPERLINK AND CROSS, GROUP. QUICK ACCESS REFERENCE, BORDERING & SHADING, TOOLBAR, PARAGRAPH ALIGNMENT, CITATION & CAPTIONS. FINDING AND REPLACE, HEADER & FOOTER, COMPLETE MAIL MERGE, DOCUMENT SETTING.

EXCEL

INTRODUCTION, WRAPPING AND MERGING, NUMBER FORMATTING, CONDITIONAL FORMATTING, PASTE SPECIAL, DATA VALIDATION, IF/AND/OR FUNCTION, SUMIF FUNCTION, ENGINEERING FUNCTION, LOAN,PMT,PPMT,IPMT, VLOOKUP AND HLOOKUP, BASIC FORMULAS, WORKING WITH CHARTS.

PPT

INTRODUCTION, USING OF POWERPOINT, MODIFYING EXISTING PRESENTATION, PICTURE & SHAPES, TABLE, CHARTS, WORD ART AND SMART ART, ANIMATION OF A PRESENTATION, NOTES AND MUSIC, CREATING OWN PRESENTATION, EXTRA SOUND EFFECT, ASSIGNMENT AFTER EVERY CHAPTER.

DTP & GRAPHIC DESIGNING

MODULE : 2 - CORELDRAW, PHOTOSHOP, ILLUSTRATOR, INDESIGN

COREL

UNDERSTANDING VECTOR VS. BITMAP GRAPHICS, WORKSPACE AND INTERFACE CUSTOMISATION, THE PICK TOOL (SELECTION, MOVING, SCALING), DRAWING BASIC SHAPES (RECTANGLES, ELLIPSES), THE FREEHAND AND BEZIER TOOLS (DRAWING CURVES), APPLYING FILLS AND OUTLINES (COLOR, GRADIENT), THE SHAPE TOOL (EDITING NODES AND PATHS), OBJECT ORGANIZATION

PHOTOSHOP

THE CONCEPT OF PAINTING AND EDITING TOOLS, THE CONCEPT OF LAYERS, BENDING MODES, TYPES OF MASKING, IMAGES COMPOSITION, COLOR MODES & CHANNELS, COLOR CORRECTION.

ILLUSTRATOR

ILLUSTRATOR IS A PROGRAM USED BY ARTISTS AND GRAPHIC DESIGNERS TO CREATE VECTOR ILLUSTRATIONS, PEN TOOL, GRADIENTS, BASIC STROKE AND SCALING STROKE, CLIPPING MASK, CHARTS, GRAPHS, CONTROL OF REAL PHOTOGRAPH, SAVING FOR THE AND MORE

INDESIGN

INTRODUCTION OF WORKFLOW, THE CONCEPT OF MASTER PAGES, BASIC AND ADVANCED TEXT, FORMATTING, PARAGRAPH AND CHARACTER STYLE, SPELLING CHECK, TEXT WRAPING, FRAME, CONCEPT OF TABLE, GRAPHIC PLACEMENT, AUTO FLOW, PAGE LAYOUT FOR PRINT

WEB DESIGNING

MODULE : 3 - HTML, CSS AND JAVASCRIPT, CANVA AND FIGMA

HTML5

DOCUMENT STRUCTURE AND SEMANTICS, BASIC DOCUMENT SETUP, STANDARD ELEMENTS, FORM ELEMENTS AND INPUT TYPES, NEW SEMANTIC INPUT TYPES, ATTRIBUTES, LISTS, TABLES, MEDIA ELEMENTS, CANVAS AND SVG, GEOLOCATION API, LOCAL STORAGE AND SESSION STORAGE, USING THE <SECTION> AND <ARTICLE> TAGS CORRECTLY, VALIDATING HTML STRUCTURE, AND LINKING CSS AND JAVASCRIPT.

CSS3

VECTOR VS. BITMAP GRAPHICS, DOCUMENT STRUCTURE AND SEMANTICS, THE BOX MODEL, FLEXBOX AND CSS GRID, THE SHAPE TOOL & EDITING NODES, ATTRIBUTES (HREF, SRC, ALT), WELD, TRIM, AND INTERSECT, RESPONSIVE DESIGN & MEDIA QUERIES, CSS CUSTOM PROPERTIES (VARIABLES), IMPORTING AND EXPORTING FILE FORMATS

JAVACRIPT

DOM MANIPULATION AND EVENT HANDLING, LET, CONST, AND SCOPE, ARROW FUNCTIONS, ASYNC/AWAIT (AND PROMISES), TEMPLATE LITERALS, DESTRUCTURING ASSIGNMENT, SPREAD AND REST OPERATORS (...), OPTIONAL CHAINING (?.), MODULES (IMPORT/EXPORT), ARRAY METHODS (.MAP(), .FILTER(), .REDUCE())

CANVA

TEMPLATES AND CUSTOM SIZING, THE ELEMENT LIBRARY, LAYERS AND POSITIONING, TEXT FORMATTING AND TYPOGRAPHY, PHOTO EDITING AND EFFECTS, FRAMES AND GRIDS, BRAND KIT MANAGEMENT, DOWNLOADING AND EXPORT SETTINGS, MAGIC STUDIO (AI TOOLS), ANIMATION AND VIDEO BASICS

FIGMA

FRAMES AND PAGES, AUTO LAYOUT, COMPONENTS AND VARIANTS, STYLES (COLOR, TEXT, EFFECT), PROTOTYPING AND INTERACTIONS, VECTOR NETWORKS, CONSTRAINTS, LAYOUT GRIDS AND COLUMNS, REAL-TIME COLLABORATION AND COMMENTS, DEV MODE.