



COURSE BROCHURE

# COURSE ON COMPUTER CONCEPT (CCC)



3 Months  
90 Hours Approx.

Join the Best Course on Computer Concept (CCC) Training Institute to Learn from Experts. Enrol in our Course on Computer Concept (CCC) Course & Classes for a Successful Career. Also Get Online Verifiable Certificate and Job Placement Assistance

## Course Content

- ▶ Introduction To Computer
- ▶ Basics Of Computer
- ▶ Introduction To Gui Based Operating System
- ▶ Elements Of Word Processing
- ▶ Spreadsheet - 1
- ▶ Spreadsheet - 2
- ▶ Introduction To Internet And Web Browsers
- ▶ Communication And Collaboration
- ▶ Application Of Presentations
- ▶ Application Of Digital Financial Services

## About Course

CCC training in Rajkot laid down by the government. It is known as Course on Computer Concepts. This course is basically designed to impart basic level IT knowledge to the common man. This program has initially been conceived with the aim of bringing the use of PC in various walks of life of the common man. It is one step towards making India totally digitalized country. After the completion of the course, the candidate should be able to do basic work on the PC like preparing a small-scale database, preparing his/her personal/business letters, and viewing information on the internet. Particularly, the prerequisite for this course is that the candidate should be from NIELIT approved institute that has permission to conduct CCC training in Rajkot.

## Our Facts and Figures



15,000+  
Students Trained



90+  
Courses Offered



2,000+  
Students Placed



100+  
Company Tie-ups

## About Shree Academy

Shree Academy was found in 2012 with the mission of providing best quality Computer Education and International Language Coaching to all classes of people at a very reasonable fee structure. Thousands of students have already got trained professionally and made their career successfully in the past.

[www.shreeacademy.net.in](http://www.shreeacademy.net.in)



## Why Shree Academy?



We provide  
personal coaching



Training by  
Expert Faculty



100%  
Job Assistance



Online Verifiable  
Certificate



Free Online  
Material Access



Theory + Practical  
Study Approach

3rd Floor, Harbhole Complex, Nr. HP Petrol Pump, University Road, Rajkot.  
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