CCBA

Certificate in Computer Basic Application

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DURATION: 6 MONTH

Eligibility : 5th   Code No. : DIG-R-860319

- ➤ Computer Fundamental & O.S.
- ➤ MS – Office – 2007 (MS-Word, MS-Excel, MS-Power Point, MS-Access)
- ➤ Internet & e-mailing
- ➤ Data Entry (Typing Skill, Speed Test, Scanning, Printing, CD/DVD Writing etc.)