



GOVERNMENT OF BIHAR  
Department of Human Resource Development



# RAJKIYA MAHILA MAHAVIDYALAYA

GULZARBAGH, PATNA

Ph. : 2370423

Under Supervision of New Govt. Polytechnic, Patna-13  
Computer Education Scheme (Self Finance)



INFORMATION BROCHURE

## **PROFILE :**

With the emergence of Advanced information technology worldwide, introduction of Computer course has become a necessity.

Keeping this in mind, our institution Govt. Women's College, Gulzarbagh has introduced the following courses under the supervision and guidance of the HRD Deptt. and the Naveen Govt. Polytechnic, Patliputra. Regarding this a MOU has been signed with N.G.P. Patliputra.

The premier institution was established in 1973 by the HRD Department, Govt. of Bihar. Since then, in the last 37 years of its continuous development it has been giving quality education to Girls.

## **SHORT TERM COURSES APPROVED BY DEPTT. OF SCIENCE & TECHNOLOGY, GOVT. OF BIHAR, PATNA**

- (i) Modular Certificate Course in Computer Programming (MCCCP).
- (ii) Certificate Course in Desk Top Publishing (CCDTP).
- (iii) Certificate Course in Accounting (CCA).

## **INTAKE AND OTHER CRITERIA FOR ADMISSION :-**

### **A. Modular Certificate Course in Computer Programming (MCCCP)**

This course has been designed to meet the S/W requirements of the current market and to match the course to 'O' level of DOEACC Society.

The Intake qualification of this course is 10+2 pass or its equivalent or ITI certificate (One Year) after class 10 or successful completion of the Second Year of a Government recognized Polytechnic diploma course after class 10. The maximum intake is 30 students per section.

The syllabus of the modular structure is equally distributed in Four modules. in two Semesters. The course fee is Rs. 4000/- (Rupees Four Thousand) only per semester. Each semester ends with a Modular Examination. The Examination & Certificated Charges for each semester is Rs. 500/- (Rupees Five Hundred) only.

### **B. Certificate Course in Desk Top Publishing (CCDTP) :**

To fulfill the requirement of Publication Personnel, this course has been started. The intake qualification for admission to this course is Matric pass. The intake capacity is 30 per batch and the course fee is Rs. 3000/- (Rupees Three Thousand) only and a sum of Rs. 500/- (Rupees Five Hundred) only as examination and certification charges per student per course. The duration of the course is Six Months regular.

### **C. Certificate Course in Accounting (CCA) :**

To fulfill the requirement of Computerized Accounting Personnel, this course has been started. The intake qualification for admission to this course is Inter or equivalent exam pass. The intake capacity is 30 per batch and the course fee is Rs. 3000/- (Rupees Three Thousand) only and a sum of Rs. 500/- (Rupees Five Hundred) only as examination and certification charges per student per course. The duration of the course is Six Months regular.

## Faculties :-

For Computer Science

## Availability of Application Forms :-

Application forms can be obtained from the institution from date of advertisement to ----- on each working day between 8.30 A.M. 2.00 P.M. on cash payment of Rs. 150/- (Rupees One Hundred Fifty) only. At the time of receiving forms from the Institution, the candidates must see that the application forms bear the initials of the competent authority and the rubber seal of the institution. Application forms without initials & seal of the institution will not be entertained.

## Fee Structure :-

### (a) Examination Fee :

- a) A sum of Rs. 500/- (Rupees Five Hundred) only as examination and certification charges is to be paid at the time of admission with the course fee Semester/Course.
- b) On completion of the course a sum of Rs. 500/- (Rupees Five Hundred) only as a Project Guidance and Certification fee will be charged per student.

### (b) Course Fee :

The course fee for various course are as follows :

#### (i) Modular Certificate Course in Computer Programming (MCCCP) :

The Course fee for each semester of the Modular Certificate Course in computer Programming is Rs. 4000/- (Rupees Four Thousand) only and a sum of Rs. 500/- (Rupees Five Hundred) only as examination and semester which may be deposited either in **Cash** or in the form of **Bank Draft**. The Bank Draft should be in submitted at the time of admission.

**Note :- Students who want to study other than the subject offered by the institution, will have to pay extra.**

#### (ii) Certificate Course in Desk Top Publishing (CCDTP) :

Rs. 3000/- (Rupees Three Thousand only) and a sum of Rs. 500/- (Five Hundred) only as examination and certification charge i.e. 3,500/- (Rs. Three Thousand Five Hundred) only per student which may be deposited **Bank Draft**. The Bank Draft for Rs. 3,500/- only should be in the favour of Principal, Govt. Womens College, Guljarbagh, Patna payable at Guljarbagh, Patna and must be submitted at the time of admission.

#### (iii) Certificate Course in accounting (CCA) :

The Course fee is Rs. 3000/- (Rupees three thousand ) only and Rs. 500/- (Five Hundred) only as examination and certification charge i.e. a sum of Rs. 3,500/- (Rs. Three Thousand Five Hundred) only per student which may be deposited **Bank Draft**. The Bank Draft for Rs. 3,500/- only should be in the favour of Principal, Govt. Womens College, Guljarbagh, Patna payable at Guljarbagh, Patna and must be submitted at the time of admission.

(iv) Certificate Course in Computer Concepts (CCC) :-  
The course fee is Rs. 1500/- (One thousand five hundred)  
examination fee.

## Course Structure :-

Course Structure is framed as per market requirement in the field of Software Technology. Some important papers are also indicated which is in addition to the minimum requirement for the DOEACC 'O' Level course.

### (i) Modular Certificate Course in Computer Programming (MCCCP):

#### Semester - I

#### 1. **Module I** - **I.T. Tools and Business Systems.**

##### Topic

- |                          |                                       |
|--------------------------|---------------------------------------|
| a. Computer Appreciation | b. Computer Organization              |
| c. Operating System      | d. Word Processing                    |
| e. Spreadsheet Package   | f. Presentation Package               |
| g. Date Base Operations  | h. Information Technology and Society |

#### 2. **Module II** - **Internet Technology and Web Design**

##### Topic

- |  |                                     |
|--|-------------------------------------|
| a. Introduction to Internet  | b. Internet Technology and Protocol |
| c. Internet Connectivity   | d. Internet Network                 |
| e. Services on Internet  | f. Electronic Mail                  |
| g. Current Trends on Internet  | h. Web Publishing and Browsing      |
| i. HTML Programming Basics   | j. Interactivity Tools              |
| k. Internet Security Management Concepts, Information Privacy and Copyright Issues |                                     |

#### Semester - II

#### 1. **Module III** - **Programming in C / Project**

##### Topic

- |                                   |   |
|-----------------------------------|---|
| a. Introduction to Programming    | g. Storage Classes                              |
| b. Algorithms for Problem Solving | h. Structures and Unions                        |
| c. Introduction to 'C' Language   | i. Pointers                                     |
| d. Conditionals and Loops Lists   | j. Self Referential Structures and Linked lists |
| e. Arrays                         | k. File Processing                              |
| f. Functions                      |   |

#### 2. **Module IV- Elective - I (one of the following three subjects)**

- (i) Application of. NET Technology.
- (ii) Introduction to Multimedia
- (iii) Introduction to ICT Resources.

**(i) Application of .NET Technology.**

**Topic**

- a. The .NET framework
- b. C# Basics
- c. C# Using Libraries
- d. Advanced Features Using C#
- e. ASP.NET 2.0
- f. Introduction to Programming with Visual Basic .NET
- g. File and Database Application
- h. Advanced Programming Constructs
- i. .NET Architecture and Advanced Tools.

**(ii) Introduction to Multimedia.**

**Topic**

- a. Introduction to Multimedia
- b. Computer Fonts and Hypertext
- c. Audio fundamentals and representations
- d. Image Fundamentals and representations
- e. Video and Animation
- f. Multimedia Authoring

**(iii) Introduction to ICT Resources.**

**Topic**

- a. PC Assembly and Operation
- b. Miscellaneous Utilities
- c. Networking Concepts
- d. Network Administration

**Certificate Course in Desk Top Publishing (C.C.D.T.P.) :**

- a. Fundamentals of Computer
- b. DTP Packages :-
  - (i) Adobe Photoshop - CS2
  - (ii) Adobe Pagemaker / Quark Express - 5.0
  - (iii) Corel Draw - 13

**(vi) Certificate Course in Accounting (C.C.A.) :**

- a. Fundamentals of Computer
- b. Accounting Packages : Tally (9.0)

(vii) Certificate Course in Computer Concepts (CCC): Started in 2019.  
(a). Fundamentals of Computer.

