

# DIPLOMA IN COMPUTER APPLICATION (DCA)

# DCA

## Diploma in Computer Application



### COURSE SYLLABUS

#### I - Semester

- Computer Concept & Fundamentals
- Paint
- Notepad
- Word-pad
- MS-Office (MS-Word, MS- Excel, MS-Power Point, MS-Access)
- Operating System
- MS - DOS
- Introduction to Internet & Email
- HTML & Front Page

#### II - Semester

- Page-maker
- Corel Draw
- Photoshop
- Basic Hardware & Software installation
- Personality Development

#### III - Semester

- TALLY 9.1
- GST