

BGCITC

JOB ORIENTED COURSES

Advance Diploma in Computer Skills (ADCS)

Duration- 12 Months Fees- 12500/-

Typing, Computer Basic
Fundamental of Computer
M.S Office, (Word, Excel, PPT)
Tally with GST @ inventory Level
Scanning & Printing, Internet
Computer Lab. Practical & Project/Viva

Advance Diploma in Desktop Publishing (DTP)

Duration- 06 Months Fees- 5500/-

Typing, Computer Basic
Fundamental of Computer
Page-Maker, Photoshop, Corel-Draw
Scanning & Printing, Internet
Computer Lab. Practical & Project/Viva

Certificate in Computer Skills (CCS)

Duration- 06 Months Fees- 5500/-

Typing, Computer Basic
Fundamental of Computer
MS- Word, Excel, Power- Point
Computer Lab. Practical & Project/Viva

Diploma in Computer Office Skills & Accounting (DCOSA/ADCFA)

Duration- 09 Months Fees- 7000/-

Typing, Computer Basic
Fundamental of Computer
M.S Office, (Word, Excel, PPT)
Tally with GST @ inventory Level
Scanning & Printing, Internet
Computer Lab. Practical & Project/Viva

BGCITC

Bala G Computer Institute
&
Training Center

Authourised by: Sarva I.T
& Educational Development (INDIA)



Software | Hardware | Networking Training
New Computer Sale | Purchase
Desktop & Laptop Repairing
Internet | D. T. P | All Types of Job Works
Printing| Branding| Advertisements

Add- Shop No. 11, Hayat Market
In front of Rana Sariya Wala,
Jalpura Haldoni, Kulesara
Greater Noida, G. B Nagar
Uttar Pradesh 201306
Mob.: 8510909006, 8448714767
Mail Us.: bgcitic@gmail.in
Visit US : www.bgcitic.com

BGCITC

ADVANCE DIPLOMA IN COMPUTER APPLICATION (ADCA)

Duration- 12 Months Fees - 12500/-

Typing, Computer Basic
Fundamental of Computer
M.s Office, (Word, Excel, PPT), HTML
Corel-Draw/ Photoshop/ Page-Maker
Tally with GST (@ inventory Level)
Scanning & Printing, nternet
Computer Lab. Practical & Project/Viva

Short- Term Course

MS- Word	1500/-
MS- Excel	2500/-
Power- Point	1500/-
Photoshop	2000/-
Corel Draw	2000/-
Page Maker	2000/-
Internet	1000/-
Tally	30ZZ00/-

Wednesday To Monday
(Tuesday Closed)

शिफ्ट में कार्य करने वालो के लिए
समय बदलने की सुविधा उपलब्ध!



Internet
SCANNING|MAILING|CAMERA
Computer Connetions
(Min. 6 Months Courses)

Timing : 9:00 am to 9:00 pm

BGCITC

SOFTWARE COURSES

Advance Diploma in Computer Skills (ADCS)

Duration- 12 Months Fees- 12500/-

Typing, Computer Basic
Fundamental of Computer
M.S Office, (Word, Excel, PPT)
Tally with GST @ inventory Level
Scanning & Printing, Internet
Computer Lab. Practical & Project/Viva

Diploma in Computer Office Managment & Publishing (DCOMP)

Duration- 12 Months Fees- 15500/-

Typing, Computer Basic
Fundamental of Computer, M.S Office
Page-Maker, Photoshop, Corel-Draw
Scanning & Printing, Internet
Computer Lab. Practical & Project/Viva

Advance Diploma in Computer Programing Skills (ADCPS)

Duration- 12 Months Fees- 18500/-

Typing, Computer Basic
Fundamental of Computer
C & C++, HTML/ DHTML, Java Script
VB, Oracle or Java
Scanning & Printing, Internet
Computer Lab. Practical & Project/Viva

Computer Basic

Duration- 03 Months Fees- 3500/-

Typing, Computer Basic
Fundamental of Computer
MS- Word, Excel, Power- Point (Basic Level)
Computer Lab. Practical & Project/Viva

BGCITC

HARDWARE COURSES

Diploma in Computer Software & Hardware Skills (DCSHS)

Duration- 12 Months Fees- 12500/-

Basic of Computer Soft & Hard,
Windows/ DOS, MS- Office
Computer Hardware, Peripherals
Computer Assembling, Multimedia
Installation of all Types of Software
Networking Concept, Troubleshooting
Computer Software & Hardware
Lab Practical Project Viva

Diploma in Computer Networking Skills (DCNS)

Duration- 12 Months Fees- 12500/-

Basic Concept of Networking
O.S Installation, Printing Sharing
Networking Devices (Hub, Switch, Lan Card)
Peer to Peer & Server Based Networking
with all types of Operating System
Data Sharing, Computer Networking
Lab Practical

Networking Basic

Duration- 03 Months Fees- 3500/-

Basic Concept of Networking
O.S Installation, Printing Sharing
Networking Devices (Hub, Switch, LAN Card)
Data Sharing, Computer Networking
Lab Practical

BGCITC

SPECIAL COURSES

AUTO-CAD DESIGN

Mechanical Enginner
Civil Engineer
ITI (Civil), ITI (Draftman)
ITI (Mech), ITI (Elec)
Non-Technical Candidate

Fundamental2D (2 Dimensional)

Draw	Modify
Dimensional	Solid
Solid	Surface

Fundamental 3D (3 Dimensional)

3D Operation	Solid Editing
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COURSE FOR GIRLS

Duration- 03 Months Fees- 2500/-

Certificate in Mehandi Designing Skills
Certificate in Dancing Skills
Certificate in Music Skills
Certificate in Beautician Skills

Services (सेवाएं)

| पैन कार्ड | आधार कार्ड | आधार प्रिंट (प्लास्टिक कार्ड)
पासपोर्ट	डाइविंग लाइसेंस	फोटो कॉपी	बायोडाटा	
ऑनलाइन फॉर्म	रेलवे टिकट	बस टिकट	एयर टिकट	
फोन बिल	पहचान पत्र	मनी ट्रांसफर	फ्लेक्स बोर्ड	
बैनर	बिल बुक	चलान	E-Way Bill	ऑनलाइन EPF
आय प्रमाण	निवास प्रमाण पत्र	जाती प्रमाण पत्र		
टी शर्ट प्रिंटिंग	मग प्रिंटिंग	पिल्लो प्रिंटिंग		