

icm



നമ്മുടെ
icm

കേരളത്തിൽ ഒന്നാമത്



കേന്ദ്രസർക്കാർ NCVT ഇന്ത്യയിലെ 12313
അംഗീകൃത തൊഴിലധിഷ്ഠിത
സ്ഥാപനങ്ങളിൽ നടത്തിയ ഗ്രേഡിങ്ങിൽ
കേരളത്തിൽ ഒന്നാം സ്ഥാനം നമ്മുടെ ICM ന്

THALAYOLAPARAMBU

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Main Road, Thalayolaparambu,
Kottayam, Kerala.

Ph : 0429 23663 Mob : 980 928 69 99.
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PGDCA

POST GRADUATE DIPLOMA IN
COMPUTER APPLICATIONS



COMPUTING & APPLICATION DEVELOPMENT

This one Year Course covers the essential concepts of computer application in logic building and business applications through programming, database management, web designing and networking via theoretical sessions and intense lab practice.

- Duration : 720 Hours (1 Year)
Eligibility : Any Degree
Accreditation : Approved by Govt. of Kerala.



PROGRAMME STRUCTURE

SEMESTER I

Theory

- * Computer fundamentals, Operating system, Office suite
- * JAVA, C++, Data structures using C++
- * System engineering, RDBMS & SQL

LAB

- * Office suite, Malayalam Typing
- * C++, JAVA
- * SQL

SEMESTER II

Theory

- * Web Design and PHP
- * Visual basic, Visual basic.NET
- * Data Communication
Computer network

LAB

- * Web Design, PHP
- * Visual Basic, Visual Basic.NET
- * Project, Seminar.



CAREER OPTIONS

**Software Engineer, Data Analyst, Junior System Analyst,
Application/Software Developer & Programmer etc...**

DCA

DIPLOMA IN COMPUTER
APPLICATION (FAST TRACK)



OFFICE SUITE, APPLICATION DEVELOPMENT

This six months course is designed to reduce the learning - time without compromising on the course content and bridges the gap between theory & practice as well as knowledge & applications. With rapid studies in technological innovations. There has been consistent growth computer aided system that facilitate information processing/retrieval operations. These advancements have opened up several potential avenues in job opportunities and business activities.

Duration : 360 Hours (6 Months)

Eligibility : 10th and Above

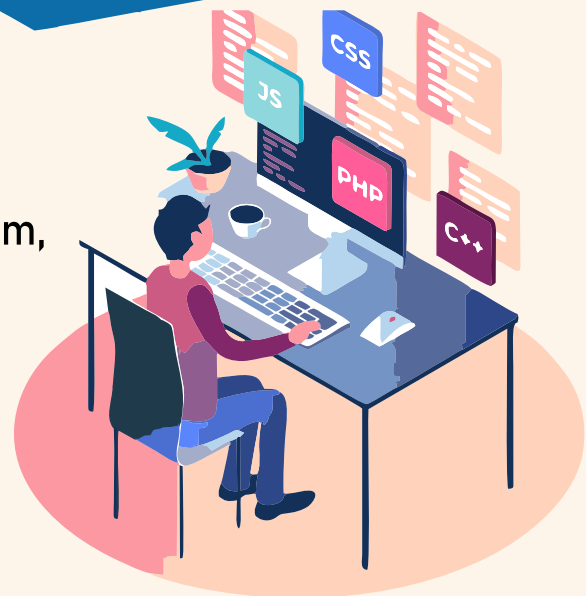
Accreditation : Approved by Govt. of Kerala.

PROGRAMME STRUCTURE

SEMESTER I

Theory

- Computer fundamentals, Operating system,
- Office suite
- JAVA or Programming in C++
- System engineering
 - Essentials of Visual basic
 - Visual basic Net



LAB

- OS, Office Suite, Malayalam Typing
- C++ or JAVA
- Visual basic & Visual basic .Net
- Project Seminar

CAREER OPTIONS

Computer Operator, Program Administrator,
Computer Programmer, IT System Administrator.

PDCFA

PROFESSIONAL DIPLOMA IN
COMPUTERIZED FINANCIAL ACCOUNTING

COMPUTERIZED ACCOUNTING & GST

This six months course covers multiple aspects of Computerized Accounting System as well as GST. In contrast to the conventional analog accounting system, students get to familiarize themselves with many of its advantages like automation, reliability, security, accuracy and much more. Accounting & Finance are the lifeblood of any organization or business and is crucial to its financial health.

Duration : 360 Hours (6 Months)

Eligibility : 10th and Above

Accreditation : Approved by Govt. of Kerala.

PROGRAMME STRUCTURE

SEMESTER I

Theory

- * Computer fundamentals, Operating system,
- * Office suite
- * Accounting
 - Manual Accounting
 - GST enabled Tally
 - Peach Tree
 - Quick Book



LAB

- * Office suite, Malayalam Typing
- * GST enabled Tally
 - Peach Tree
 - Quick Book

CAREER OPTIONS

**Accountant, Accounting Officer, Executive Accountant,
Accounting Supervisor Business Analyst, Financial Manager etc...**



CTTC

DIPLOMA IN COMPUTER
TEACHERS TRAINING COURSE



APPLIED SOFTWARE & TEACHING METHODOLOGY

This one year course covers the fundamental concepts of computers and programming along with effective methodologies in Teaching IT based curricula. It also offers English practice session that helps you achieve an engaging personality.

Duration : 720 Hours (1 Year)

Eligibility : 10th and Above

Accreditation : Approved by Govt. of Kerala.

SEMESTER I

THEORY

- Computer fundamentals, Operating system,
- Office suite
- Desktop Publishing

LAB

- OS, Office Suite, Malayalam Typing
- DTP

SEMESTER II

THEORY

- Programming with C++
- Accounting with Tally
- Effecting teaching methodologies in ITI and English practice

LAB

- C++
- Tally
- Teaching Practice



CAREER OPTIONS

IT related Faculty, School office Assistant
School Lab Assistant, Computer Operator
Accountant Assistant etc...

CWPPDE

CERTIFICATE IN WORD PROCESSING
AND DATA ENTRY OPERATOR



OFFICE SUITE, DATA ENTRY & ISM

This six months course acquaints students with keyboard practice sessions using typing tutor, imparts knowledge on fundamentals of computer systems and equips them with operational level skills in word processing, spreadsheet and presentations using the Microsoft Office Suite. Data entry is perhaps one of the most important aspects of an organizations success.

Duration : 360 Hours (6 Months)

Eligibility : 10th and Above

Accreditation : Approved by Govt. of Kerala.

SEMESTER I

THEORY

- ★ Computer fundamentals, Operating system
- ★ Office suite, Type tutor
 - MS-Word
 - MS-Excel
 - Power Point
 - Open Office etc.



LAB

- ★ Data Entry (Speed test)
- ★ Office suite, Malayalam Typing
 - MS-Word
 - MS-Excel
 - Power Point
 - Open Office etc.



CAREER OPTIONS

**Administrative Assistant, Office Clerk, Receptionist,
Data Entry, Office Assistant etc...**

CERTIFICATE COURSE IN TALLY - ADVANCED EXCEL



Tally

COURSE OUTLINE

- MS Excl
- Introduction to Concept of Accounting
- Tally Prime with GST
- English Typing Master



SC / ST വിദ്യാർത്ഥികൾക്ക്
സൗജന്യ പരിശീലനം
മറ്റുള്ള വിദ്യാർത്ഥികൾക്ക്
30 % വരെ ഫീസിലുവ്

CERTIFICATE PROVIDED

Certificate in Tally - Advanced Excel (FISDI)
Certificate in Financial Accounting (SRC)

CERTIFICATE ADVANCED EXCEL - SCP



COURSE OUTLINE

- MS-Excel Basics
- Tables and Chart
- Organizing Data
- Functions and Formulas
- Analyzing Data
- Sharing Spreadsheet
- Data Gathering and Automations



CO & PA

COMPUTER OPERATOR & PROGRAMMING ASSISTANT



The Sure Shot from NCVT

Approved by NCVT, Govt. of India & Accepted by UPSC, PSC, BSRB etc...

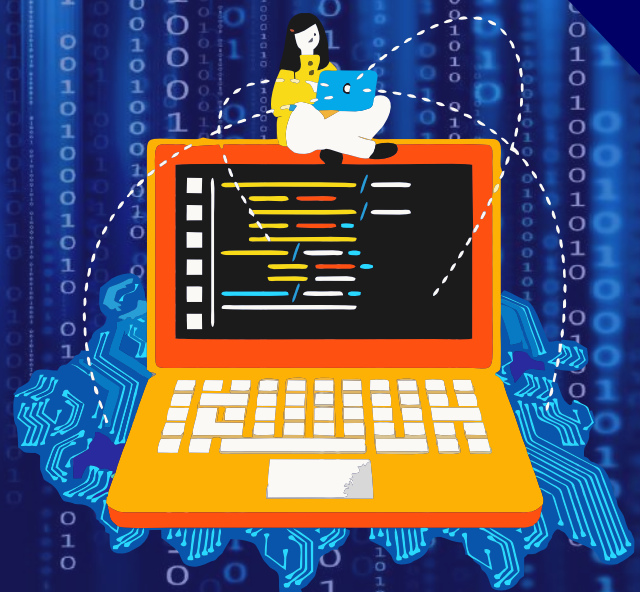


JOB ROLE

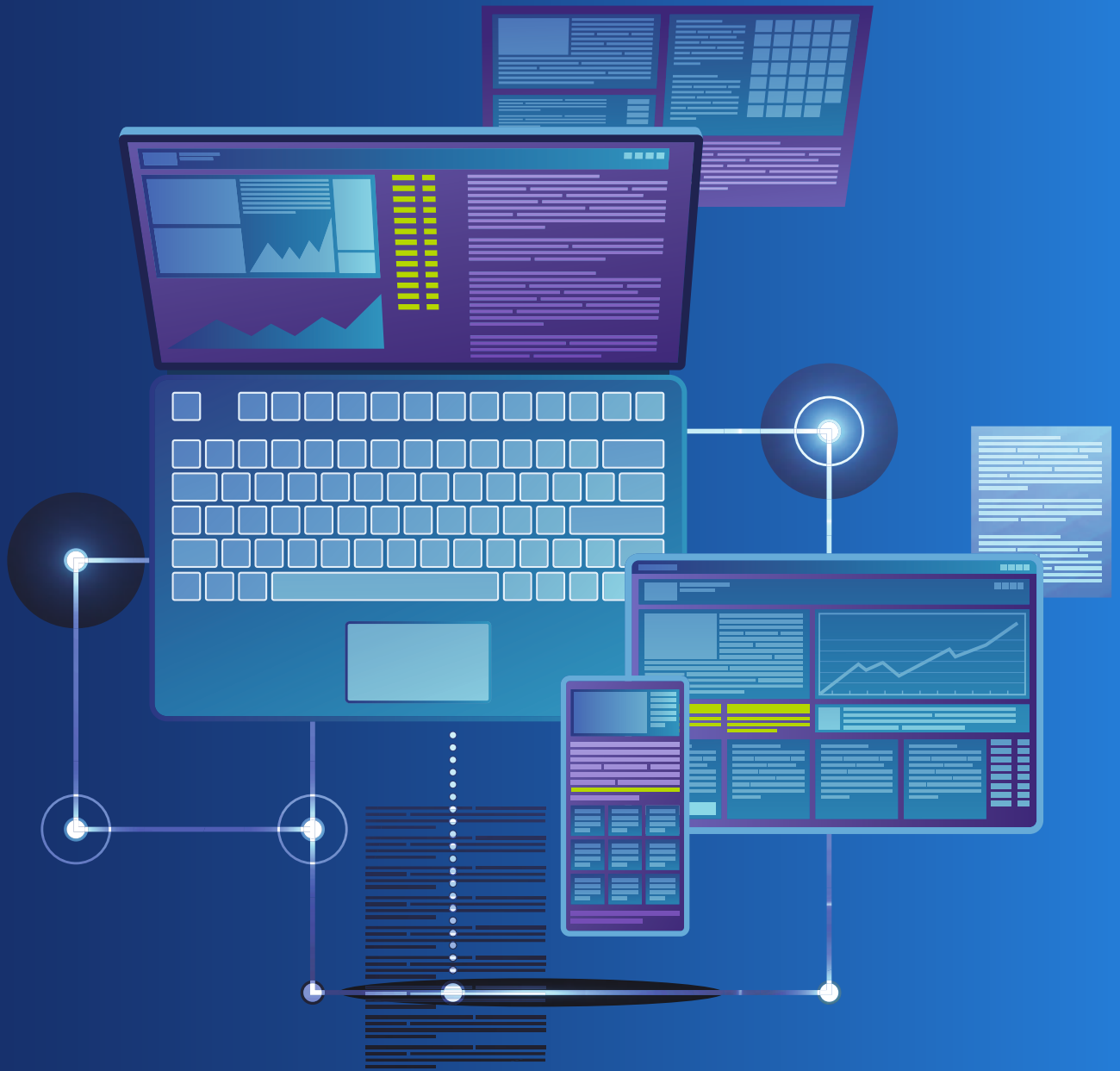
Can Work as Junior Instructor
Lab Assistant in Engineering
Colleges and Poly Technics
Accountant, Programming
Assistant, Billing Staff
Computer Operator, LD Clerk
Data Entry Operator
IT Online Services etc.

COURSE CONTENT

- ❁ Fundamentals of Computer – Windows O/S & Related Software in Computer
- ❁ DOS & Linux Commands
- ❁ MS Word-Word Processing using MS Word
- ❁ MS Excel (Advanced)
- ❁ MS Power Point – Create and Customize Slides for Presentation
- ❁ MS Access – Create and Manage Data base file
- ❁ Computer Network & Internet
- ❁ HTML
- ❁ JAVA Script
- ❁ Visual Basics for Application (Excel VBA)
- ❁ Accounting (Tally)
- ❁ E-Commerce
- ❁ Cyber Security Concept



DURATION
1 YEAR
(2 SEMESTERS)



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+91 980 928 69 99