

APPLICATION FORM NO.

PROSPECTUS & APPLICATION FORM
FOR
ADMISSION TO COURSES

Year 2009



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**DOEACC SOCIETY
KOLKATA CENTRE**

(Erstwhile Regional Computer Centre, Calcutta)

*[Under Department of Information Technology
Ministry of Communications & Information Technology
Govt. of India]*

**Jadavpur University Campus
Kolkata – 700 032**

Telephone (EAPBX) : 2414-6054/6081/6682

Fax : (033) 2414-6549

Website : www.doeaccolkata.in



It gives me great pride and pleasure in presenting this Prospectus including Course Brochure for the year 2009.

DOEACC Society, Kolkata Centre (formerly Regional Computer Centre, Calcutta) has been playing a pioneering role over the years in Information Technology (IT) in the Eastern Region of the Country. We offer a variety Industry oriented courses, starting from very basic to advanced levels, catering to the needs of various categories of students. This apart, we also offer tailor-made Training Programs to various Government Departments, Industry and Academic Bodies. We have consistently maintained a standard quality in the non-formal sector of computer education as per market demand. Since inception in 1976 we have produced a large number of successful IT professionals working in challenging positions in various organizations in both India and abroad. Our students are taught to be self-reliant and be able to adapt to advanced and fast changing technology on their own.

Our asset lies in our qualified and experienced faculty members. While having the basic academic background, they are also conversant in practical application areas. Our training courses incorporate the latest in curriculum and technology.

I am confident that this Course Brochure would help in career and skill development for all categories of students.

**Dr. (Ms.) Krishna Ray
Director**



DOEACC Society, Kolkata Centre — an Introduction

DOEACC Society, Kolkata Centre (erstwhile Regional Computer Centre, Calcutta) is one of the oldest IT houses in eastern region imparting IT Education and Training for more than 30 years. The Centre was established in 1976 as a Registered Scientific Society (Autonomous Body) by the Central and West Bengal Governments.

In December 2002, Regional Computer Centre, Calcutta (RCC) was merged with DOEACC Society — An autonomous Body of Department of Information Technology under Ministry of Communication & Information Technology, Govt. of India. The Society has its Headquarters at CGO Complex, New Delhi and the other Centres are located at Aurangabad, Gorakhpur, Calicut, Imphal, Aizwal, Tezpur (Guwahati), Srinagar (Jammu), Chandigarh (Simla, Lucknow & New Delhi).

The main objective of DOEACC Society is to carry out Human Resource Development related activities in the area of Information, Communication and Technology (ICT) which would enable employment generation and IT-led economic growth. In pursuance of these objectives, the Centre has been serving the Government, Academic, Industrial Sectors in the areas of IT-related Consultancy, Projects, EDP, Training and Facility Management.

Location

DOEACC Society, Kolkata Centre is located in a lush green environment inside Jadavpur University Campus being connected with bus and train services from different corners of the city.

Centre's Thrust Areas

- DOEACC IT ('O', 'A' & 'B' Level) Courses
- DOEACC Bio-Informatics ('O'/'A'/'B' Level) Courses
- DOEACC CHM ('O' and 'A' Level) Hardware & Networking Courses
- DOEACC Animation and Multimedia ('O' / 'A' Level) (under Progress) courses
- DOEACC 'CCC' Course
- Information Security Course
- Corporate Courses as per requirement
- ITES BPO & Call Centre Training Programme
- Several Short Term Courses as per Market demand
- Projects & Consultancy

The Courses — an Overview

DOEACC Society, Kolkata Centre offers DOEACC, Long-term and Short-term Courses as detailed in the following pages:

DOEACC National Schemes

DOEACC Schemes play a pivotal role in generating competent manpower by utilizing the resources available in the non-formal sector for education in the area of Information Technology and few allied areas. Harnessing the resources available at private computer training institutions to meet the projected manpower requirements assumes greater significance since this sector is better equipped to keep pace with the fast rate of obsolescence in IT and allied Industries.

DOEACC Information Technology (IT) Scheme had been formulated by All India Council for Technical Education [AICTE], a Statutory Body under Ministry of Human Resource Development [MHRD] and Department of Information Technology [erstwhile Department of Electronics] and is being implemented by DOEACC Society, an Autonomous Body of Department of Information Technology, Ministry of Communications and Information Technology.

DOEACC INFORMATION TECHNOLOGY (IT) ‘O’/‘A’/‘B’ Level Courses:

Level	Equivalency
‘O’ Level	Equivalent to Foundation level Course
‘A’ Level	Equivalent to Advanced Diploma in Computer Applications
‘B’ Level	Equivalent to MCA Level Course

DOEACC Bio-Informatics (BI) Scheme had been designed and developed by the Society with the active involvement of leading experts from reputed academic institutes and concerned industries. BI is a multidisciplinary subject involving Biological, Mathematical and Computational sciences. Modern Biology and Biotechnology are increasingly becoming quantitative and the knowledge creation is carried out through data driven approach. Accordingly, efforts given in designing the scheme are on IT centric, storing, retrieving, analysing and visualizing Biological data with an objective to generate related human resource keeping coming demand from academia and industry.

DOEACC BIO-INFORMATICS ‘O’ / ‘A’ / ‘B’ Level Courses:

Level	Equivalency
‘O’ Level	Equivalent to Foundation level Course
‘A’ Level	Equivalent to Advanced Diploma in Bio-informatics
‘B’ Level	Advanced Course

DOEACC Computer Hardware Maintenance (CHM) Scheme : Manufacturer’s Association for Information Technology (MAIT) set up in 1982 for purposes of scientific, educational and IT Industry promotion has emerged as an effective, influential and dynamic organization. MAIT represents actively Hardware, Training, Design/R &D and the associated service sectors of the Indian Industry.

MAIT is represented on all concerned Govt. of India forums and works in close association with the Deptt. of IT, Ministry of Communications & IT.

Conception of a new scheme under DOEACC for Hardware courses in a result of the amalgamation of experience of running of existing DOEACC scheme in Computers and of CEDTI Franchisee Scheme. The Scheme has been launched with MAIT. The DOEACC Scheme on Hardware Courses has been worked out jointly with MAIT, initially at two levels:

Level	Equivalency
CHM ‘O’ Level	Diploma in Computer Hardware Maintenance
CHM ‘A’ Level	Advanced Diploma in Computer Hardware Maintenance and Networking

DOEACC Animation and Multimedia Technology (AMT) Scheme has been designed by the society through mainly experts from concerned industry and academia with an objective to generate human resource such as Computer Graphics Designers, Media Developers, Web Developers, Computer Animators etc. for catering fast growing Digital Multimedia and Animation Industry. The scheme at present is under active consideration of DIT, Govt. of India and hence it is yet to be launched.

DOEACC ANIMATION AND MULTIMEDIA TECHNOLOGY Scheme: (Proposed)

Level	Equivalency
AMT 'O' Level	Diploma in Animation and Multimedia Technology
AMT 'A' Level	Advanced Diploma in Animation and Multimedia Technology

DOEACC schemes are recognized by the Govt. for the purpose of employment in Central/State Govt., PSUs etc.

Short-term Courses

The Short-term courses may be utilized in a wide variety of ways. The approach may be to just gain a general knowledge in computers (which, now a days, is essential for any type of job), or acquiring IT knowledge while already in some profession, or being eligible for IT profession by a judicious choice of series of such courses or upgrading knowledge and adapt with new technology by IT professionals, etc. These courses are normally held during 8 AM to 10 AM and 6 PM to 8 PM enabling students and working people to participate.

As the duration of the short-term courses vary widely and demands also change from time to time, we do not fix the course schedules in advance.

Normally, there would be ten to twelve press advertisements in a year describing the next such available programs.

Corporate Courses:

Apart from the courses open to public as detailed in the following pages, we offer tailor-made courses for Government Departments, Industrial and Commercial houses and Academic Bodies. Last year (2008), we have conducted such courses for -

- Raja Rammohan Roy Library Foundation
- Officers of West Bengal Water Resources Directorate
 - AutoCAD / AutoLISP
 - Hardware, Networking & PC Maintenance
- MSTC (an enterprise of Ministry of Steel, Govt. of India) Practical Exam. Conduction



It may please be noted that -

- the Courses are full-time unless mentioned otherwise
- Polytechnic Diploma, in general, is treated as equivalent to Bachelor's Degree
- Students doing their Graduation are sometimes allowed in courses meant for graduates

Course Admission time as have been mentioned in the next pages are generally kept under schedules, but sometimes it varies because of certain constraints beyond our control.

General Terms & Conditions:

1. Shift from one course to another is not permissible.
2. Course Material for DOEACC Courses does not include books.
3. SC/ST/OBC candidates have to attach attested copy of Certificates, in support of their claim with the application.
4. Certificates have to be collected within 3 months from completion of the course.
5. Discount available for down payment of fees for certain courses.
6. Installment facilities are available for a few courses.
7. Course Fee / Installment to be paid prior to the start of each course (Module/Semester/Year as applicable).
8. Service Tax extra as levied by the Government (currently 10.3%) will be applicable to all courses except General DOEACC (IT) 'O'/'A'/'B' Level courses only.
9. Refund of course fee will not be allowed, once course gets started.
10. 10% course fees and 100% Service Tax component will be deducted if a candidate wants to back out before starting of the course.
11. Course Fees given in this booklet are as per prevailing rate as on 01-01-2009 and may get changed any time as per decision of appropriate authorities.
12. Original Money Receipt must be produced in order to get back Library Caution Deposit. Otherwise, Library Caution Deposit will not be refunded.

DOEACC National Schemes

A) DOEACC Courses (Information Technology) [Joint Scheme of DOEACC & AICTE]:

Sl. No.	Course Name	Eligibility	Duration	Course Fees
01.	'O' Level	10+2 / ITI	1 Year	Rs. 9000/-
02.	'A' Level /B-I	'O' Level / Graduate/ Polytechnic Diploma	1 Year	Rs. 20000/-
03.	'B' Level (B-II & B-III)	'A' Level / B-I	2 Years	Rs. 20000/- (Per year)

(Admission opens throughout the year)

B) DOEACC Courses (Bio Informatics):

Sl. No.	Course Name	Eligibility	Duration	Course Fees
01.	'O' Level	10+2 / ITI	1 Year	Rs. 11000/- *
02.	'A' Level	Graduate	1 Year	Rs. 24000/- *
03.	'B' Level	Graduate	3 Years	Rs. 24000/- * (Per year)

(Admission opens in Feb/Aug. Service Tax as applicable)

C) DOEACC Society and Manufacturers Association for Information Technology (MAIT) Approved Hardware Courses:

Sl. No.	Course Name	Eligibility	Duration	Course Fees
01.	CHM 'O' Level	10+2 (Science)/ITI (Electrical / Electronics/ Instrumentation)	1 Year	Rs. 9000/- *
02.	CHM 'A' Level	CHM 'O' pass / Diploma in Electrical / Electronics/ Instrumentation/ 2 nd Year B.Sc with Physics / Electronics /IT	1 Year	Rs. 20000/- *

* Service Tax, as applicable, is additional

For installment facilities or discount available last page may please be seen.

Short-term Courses:

A) Basic Courses

Sl. No	Course Name	Course Contents	Eligibility	Duration (months)	Course Fees
01.	Course on Computer Concepts (CCC)	Introduction to Computer, Windows, DOS, Word processing, Spreadsheet, Internet, Web browser, E-mail, making Presentation	Madhyamik/ ICSE/CBSE or Equivalent	80 hrs.	Rs. 4000/-
02.	IT for Beginners	Basics of Computers, Windows, MS-Office, E-mail, HTML, PhotoShop	Madhyamik / CBSE/ICSE or Equivalent	03 (3days/week)	Rs. 4000/-
03.	Programming through C under UNIX/ LINUX, Data structures	C, Commands of LINUX/UNIX, VI-Editor, Concept of Data structures	(10+2)+ Polytechnic	03 (3days/week)	Rs.3000/-
04.	Certificate Course in Computers for Beginners	Basics of Computers, Windows, Word, Excel, C, C++, PowerPoint, Internet & E-mail	Madhyamik / CBSE/ICSE or Equivalent	03 (3days/week)	Rs.4000/-
05.	ITES BPO & Call Centre Training	English Grammar, Sentence Construction, Thought Clarity, Extempore, Voice & Accent Training	10+2 and above (Graduate preferred)	3 months	Rs. 6000/- † (down payment)
06.	Bridge Course on Mathematics @	Basic Mathematics, Algebra, Complex No. Calculus, Permutation, Combination, Binomial theorem	Graduates preferably Science Graduate	2 months (60 hrs.; 2 days/Week)	Rs. 4000/-

† Rs. 6,500/- in two installments.

@ Science graduates not studied Mathematics at Higher Secondary (10+2) Level and interested to get admission for DOEACC Bio-Informatics courses, are advised to complete the course successfully before taking admission.

B) Advanced Level Courses

Sl. No	Course Name	Course Contents	Eligibility	Duration (months)	Course Fees
01.	Certificate Course in Geographical Information System (G I S)	Introduction to G I S, Creating , Editing, Viewing & Data-structures of Maps, Query based Analysis of data, MapInfo, Imaging	Graduate	7 weeks (3days/week)	Rs.6000/ -
02.	VB.Net & Web Development	Basic Data types, Debugging & Error Handling, .Net Frame-work, Threading, Accessing Database, ASP.Net Web Application	10+2	04 (4days/week)	Rs.5500/ -



B) Advanced Level Courses (Contd...)

Sl. No	Course Name	Course Contents	Eligibility	Duration (months)	Course Fees
03.	Computer Hardware, Networking & PC Maintenance	OS, Computer Architecture, RAM, Processor, Display Cards, FDD, HDD, Monitor, Printer	10+2	03 (3days/week)	Rs.5000/-
04.	Interactive Multimedia	Adobe PhotoShop, Illustrator, Flash, Dream Weaver, Director, Sound Forge, Project, Page Maker, Corel Draw, Flash & Scripting, Premier, 3D Max.	10+2	04 (3days/week)	Rs.15000/- #
05.	Certificate Course in Advanced Programming	Basics of Computer, Windows, MS-Office, Visual FoxPro, HTML, DHTML, C, C++, Internet & E-mail	10+2	06 (3days/week)	Rs.5000/-
06.	Introduction to JAVA Programming	Core JAVA, AWT, JDBC	10+2	03 (4days/week)	Rs.6000/-
07.	C, C++ for Jadavpur University Students	C, C++	10+2	06 (3days/week)	Rs.5500/-
08.	Certificate Course in e-Learning	e-Learning Tools and Techniques, PowerPoint, HTML, Pedagogical Approaches, Assessment Design, Instructional Analysis, Implementation Method — PhotoShop, Flash, Premier, Sound Forge, LMS.	Graduate	1 week (8 hrs./day)	Rs. 3500/-

Payable in three instalments (Rs.8000 + Rs.4000 + Rs.3000) + Service Tax

C) Courses for Professionals

Sl. No	Course Name	Course Contents	Eligibility	Duration (months)	Course Fees
01.	Oracle 9i with JAVA	SQL, PL-SQL, J2EE Framework, JSP, Servlet, DBA Concepts, Core JAVA, AWT, JDBC, RMI, Servlets	B.Sc /Engg. Dip./Degree	06 (4days/week)	Rs.7500/-
02.	Information Security (IS)	IS Basics, Cyber Attack, CERT Concept, IT Act 2000, Secured OS & LINUX, Cyber for ensics secured Networking Infrastructure and Basic Security Tips & Tools	MCA/ B. Tech, Legal, Financial or ICT Professionals	2 weeks (full time)	Rs. 6000/-
03.	Computer Aided Design & Drawing using AutoCAD/ AutoLISP	2D, 3D, Administrative & Controlling Tools, Advance features with Auto LISP programming	Engg. Dip./ Degree/ ITI Trained	3.5	Rs. 5500/ - ✕ (Down payment)

✕ Rs. 6000/- in 2 installments.

Courses for Professionals (Contd....)

Sl. No	Course Name	Course Contents	Eligibility	Duration (months)	Course Fees
04.	Financial Accounting	Basic of Computer, Tally, FACT, Accord, Real Accounts, Taxation with VAT	10+2	04 (3days/week)	Rs.5000/-

For Short Term Courses, Admission open throughout the year and notified through press advertisements (Ananda Bazar Patrika) and Centre's Website (www.doeackolkata.in) from time to time.

† Rs. 7000/- in 2 installments

Placement & Industry Interaction

DOEACC Society, Kolkata Centre -

- regularly provides information to students regarding placement opportunities in different Organizations.
- keeps interaction with Industries and Academic Institutions for Project Placement.
- organizes Campus Meets with different placement bodies as far as possible.

Seminars & Educational Lectures

To keep students informed about latest on Information Technology, the Centre tries to organize Seminars and Lecture Meetings.

Publicity & Promotional Efforts

The Centre announces courses through leading dailies and its website (www.doeackolkata.in). Also information in this regard is available at the Reception Desk and Centre's Notice Boards throughout the year.

Success Rates

On the average,

- ↳ 80% to 90% in short-term and Non-DOEACC Courses
- ↳ 50%-55% in DOEACC Modules ('O' / 'A' / 'B' Level)
- ↳ 80% in DOEACC 'CCC' Courses



Excellent Lab Facility

The Centre is having Labs where students can interact with Computer on 1:2 sharing basis. It provides and opportunities for hands on learning and developing confidence in working environment.

Faculty & Professionals

The Centre is having very qualified professionals looking after different activities including Project and day to day courses. Faculty support is also provided from University, Academic Institutions and Industries on requirement basis.

E-Learning Course for Teachers

The achievement of the Centre lies with the Introduction of newly designed e-Learning Course. This is an on-line system of education where students can learn without a class room teacher.

A state-of-the-art e-Learning lab has been established with DIT, Govt. of India's Fund.

The Centre has provided elaborate training to around 200 teachers from different Academic Institutes.

A 24 hours Certificate Course is offered for professionals/teachers.

Project and Academic Certificate

Students are given Project guidance and support from the Centre, as far as practicable, on regular basis for fulfilling the criteria for getting Academic Certificates in DOEACC 'O', 'A', 'B' Level courses.

Library

The Centre is having a up-to-date Library for students having around 10,000.

Website

A website — www.doeackolkata.in has been launched. Information pertaining to Education (General and Special Courses) and all other activities will be available here.



Payment Scheme for Tuition Fees of DOEACC Courses:

Sl. No.	Level	Installments			Down payment with discount
		Total	1 st installment	2 nd installment	
DOEACC (IT)	O	Rs. 9000/-	Rs. 5000/-	Rs. 4000/-	Rs. 8000/-
	A	Rs. 20000/-	Rs. 10000/-	Rs. 10000/-	Rs. 18000/-
	B	Rs. 20000/- (per year)	Rs. 10000/-	Rs. 10000/-	Rs. 18000/- (per year)
No Service Tax will be charged for DOEACC (IT) Courses					
02.					
Hardware & Networking	CHM-O	Rs. 9000/-	Rs. 5000/-	Rs. 4000/-	Rs. 8000/-
	CHM-A	Rs. 20000/-	Rs. 10000/-	Rs. 10000/-	Rs. 18000/-
Service Tax as applicable for DOEACC Hardware & Networking Courses (Currently Service Tax is 10.3%)					
03.					
Bio-informatics	O	Rs. 11000/-	Rs. 6000/-	Rs. 5000/-	Rs. 10000/-
	A	Rs. 24000/-	Rs. 12000/-	Rs. 12000/-	Rs. 22000/-
	B	Rs. 24000/- (per year)	Rs. 12000/-	Rs. 12000/-	Rs. 67000/- (**)
Service Tax, as applicable, for DOEACC Bio-Informatics Courses (Currently Service Tax is 10.3%)					

(**) Rs. 22000/- per year in advance and Rs. 1000/- additional for WBUT

Additional Fees

1.	Registration Fees (*)	Rs. 300/-
2.	Exam Fees (Theory) Per Paper	Rs. 300/-
3.	Exam Fees (Practical) Per Paper DOEACC CHM-O & CHM-A	Rs. 300/-
4.	Exam Fees (Practical) Per Paper DOEACC (IT/ BI)	Rs. 150/-
5.	Library Caution Money (Refundable)	Rs. 500/-

(*) Validity for 5 years from the date of Registration

- DOEACC (IT) Course is exempted from Service Tax. For other DOEACC Courses Service Tax is applicable on Course fees and all other fees and has to be paid additionally (currently it is 10.3%).
- Registration for a course or for a level ('O' / 'A' / 'B') of a course can not be altered once admission (i.e. fees submission) is taken.
- Examination fees, once submitted, is not refundable under any circumstances.