

**CERTIFICATE COURSE 2023-2024**

**PCHINCC03 COMPUTER SKILL IN HINDI**

**30 hours**

**Course outcome:**

- Develop computer Literacy
- Develop practical knowledge in Hindi
- Develop Professional skill

**Module1**

Basic knowledge of Computer-Microsoft word-word file making -Excel

**10 hours**

**Module 2**

PageMaker-Unicode-Hindi-Malayalam - English typing - PowerPoint -  
PowerPoint making  
hours

**20**

Reference: Comdesk DTP course Kit - Vikas Gupta, Dreamtek Press,19-A,  
ANSARI