



## Mahila Mahavidyalaya, Karad



NAAC Reaccredited with 'B' Grade (CGPA 2.69)
Affiliated to Shivaji University, Kolhapur

## **Certificate Course in Information Technology**

(CCIT)



## **Eligibility:**

- B.Com. I Year (Semester I)
- ➤ B.A I Year (Semester II)

## **Course Duration**

4 Months



- Basic Knowledge of Computer.
- Different operating Systems.
- To operate Microsoft Office 2019(MS Word, Excel, and PowerPoint).
- Web Browser in Computer System & Internet Technology.
- Browsing/Surfing, Mailing.
- Social Networking Sites like (Facebook, Twitter etc.)









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