

U.P.C.I COMPUTER EDUCATION
Lakhimpur-Kheri www.upcissprime.com

DCA

Diploma in Computer Application

DCA 6 MONTHS

Upciss Prime

Free Online Computer Classes &
PDF Notes

Video Lecture



Upciss Prime



Practice Set and pdf notes



www.upcissprime.com

Contact: rohitupciss@gmail.com

Published by Rohit Verma for UPCI Computer Education Mela
Maidan, Lakhimpur-Kheri Uttar Pradesh, India 262701

DCA Full Detailed Syllabus



DCA 6 MONTHS



- COMPUTER BASIC FUNDAMENTAL.
- Microsoft-Office. MS-Word (WinWord)
- All Short cut Key in MS Word
- Microsoft-Excel. (Spreadsheet)
- Data Entry Operator Work in Excel
- 65+ Excel Function 10+ Excel Project
- All Short cut Key in MS Excel
- Microsoft-PowerPoint. (PPT)
- All Short cut Key in MS PowerPoint
- Desktop Publishing Work. (DTP)
- Photoshop.
- CorelDraw.
- Web Language (HTML, CSS).
- Internet and WWW
- All Full Form
- Complete Practical and Theory Classes

About Us

Upciss Computer Education एक सबसे बड़ा Online और Offline शिक्षण संस्थान है यहां पर आप कंप्यूटर से संबंधित सभी प्रकार के PDF notes बिल्कुल free में प्राप्त कर सकते हो जैसे - NIELIT CCC, NIELIT O-Level, ADCA (Advanced Diploma in Computer Application), Tally Prime, Internet, All Keyboard Shortcut, MS Office इन सभी Courses के PDF Notes बिल्कुल फ्री में हमारी website (<https://upcissprime.com/>, <https://upcissyoutube.com/>) से download कर सकते हो।



Upciss Prime

www.upcissprime.com



SUBSCRIBED



Our Computer Course

**CCC, ADCA, Tally Prime,
HTML, CSS, Internet,
MS Office, O-level**



YouTube Channel – Upciss Prime