



## **Certificate Course**

On

**Course Name: Certificate Course in Information and Communication Technology**

**Course Code: CC12/19/2/CCIT**

Organised by

**IQAC, Al-Ameen Memorial Minority College**

### **AL-AMEEN MEMORIAL MINORITY COLLEGE**

Jogibattala, Baruipur, Kolkata-700145

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## Add on Course Organising Committee

<b>Patron</b>	: Dr. Nurul Haque, Principal, Al Ameen Memorial Minority College
<b>Course Co-ordinator</b>	: Prof. Matin Ahmed
<b>Members</b>	: Prof. Sayera Begum, Prof. Dipankar Manna, Prof. Sk Asgar Ali, Tazuddin Ahmed, Benajir Khatun, Asadulla Khan
<b>Faculty Member</b>	: Sahariar Ahmed

<b>Course Name</b>	: <b>Certificate Course in Information and Communication Technology</b>
<b>Course Code</b>	: CC12/19/2/CCIT
<b>Course Duration</b>	: 6 Month (July to December)
<b>Date of Application</b>	: 1 <sup>st</sup> Week of July
<b>Class Start</b>	: 1 <sup>st</sup> Week of August
<b>Course Fees</b>	: No fee is required for the course
<b>Eligibility</b>	: Students of UG level of our College
<b>Mode</b>	: Blended Mode
<b>Seat Limit</b>	: 50
<b>Course Duration</b>	: 30 Hours in 6 Month
<b>Class Day</b>	: Every Sunday
<b>Class Time</b>	: 11 A.M. to 1:30 P.M.
<b>Examination Time</b>	: 1 <sup>st</sup> Week of December
<b>Result Publication</b>	: 3 <sup>rd</sup> Week of December
<b>Certificate Issued</b>	: 3 <sup>rd</sup> Week of December

### Methodology

- Theoretical and Practical Approaches.
  - Experience sharing
  - Students' Seminars
  - Project Work

### Course Outcome

The course enables students to acquire competence in Information and Communication Technology for technology based professional requirements.

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### Overview of the Syllabus

Class Duration: 4 hours for each module

#### Module 1: Introduction to Information Technology:

Overview of IT concepts and terminology.  
History and evolution of computing.  
Role of IT in modern society.  
Computer Fundamentals:  
Basic computer operations and components.  
Operating systems: Windows, Linux, macOS  
File management and storage.

#### Module 2: Programming Fundamentals:

Introduction to programming logic and algorithms.  
Basics of a high-level programming language (e.g., Python, Java).  
Variables, data types, control structures.

#### Module 3: Database Management:

Fundamentals of databases and DBMS.  
Relational database concepts.  
SQL fundamentals: querying, data manipulation.

#### Module 4: Networking Basics:

Introduction to computer networks.  
Network components and protocols.  
LAN, WAN, and wireless networks.

#### Module 5: Web Development:

HTML and CSS fundamentals.  
Introduction to client-side scripting (JavaScript).  
Building and designing web pages.

#### Module 6: Cybersecurity Essentials:

Understanding cybersecurity threats and vulnerabilities.  
Basic principles of information security.  
Introduction to encryption and secure communication protocols.

#### Module 7: IT Project Management:

Overview of project management methodologies.  
Planning, scheduling, and executing IT projects.  
Team collaboration and communication tools.

#### Module 8: IT Ethics and Legal Issues:

Ethical considerations in IT.  
Intellectual property rights and copyright laws.  
Privacy and data protection regulations.

#### Module 9: Capstone Project:

Integration of knowledge and skills acquired throughout the course.  
Hands-on project development under the guidance of instructors.  
Presentation and demonstration of the project

**Gradation: A=50-60%**

**A+=60-70%**

**O=70-100%**

#### Assessment and Certification:

**Assessment Method:** Regular quizzes and assignments to assess understanding of concepts.

Practical projects to evaluate hands-on skills. Final examination covering all course topics.

**Certification:** Upon successful completion of the course and passing the final examination, students will be awarded a Certificate in Information Technology. This certification acknowledges their proficiency in various IT domains and prepares them for entry-level positions in the IT industry.

#### The examination pattern and marks distribution for the Add On Courses

**Total Marks** : 50 Marks

**Theory Exam** :30 = i. Multiple-choice questions (MCQs) : 30 marks(2marks for 15 questions)  
ii. Project report/ Presentation : 10 marks  
iii. Internal Assessment : 10 marks

**This distribution allows for evaluating both theoretical knowledge and practical skills, along with assessing the student's consistency and engagement throughout the course.**