U.P.C.I COMPUTER EDUCATION
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ADCA 12 MONTHS.

- **COMPUTER BASIC FUNDAMENTAL.**
- **Microsoft-Office. Ms.-Word (WinWord)**
- **All Short cut Key in Ms word**
- **Hindi & English Typing**
- **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.**

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