

*Prospectus Fee of Rs. 250/- will have to be paid at the time of taking admission. (A printed prospectus will be given to the candidates)*

## **FOREWORD**

I am grateful that you are contemplating to do a course in DOEACC Society, Chandigarh Centre. You have definitely made the right decision to get the best education in the IT field, which is beyond excellence.

Computer Science and technology has been accelerating fast towards advancement and many new innovations are being made to achieve efficiency and improve cost-effectiveness by exploiting technical human resources. Millennium 2000 is undoubtedly an era of Information Technology. It has become absolutely essential to be abreast with rapidly growing technological advancements in the application of information technology, which have been affecting every aspect of human life, in an unprecedented manner. This Centre has been making an earnest endeavour to promote this culture and to disseminate knowledge amongst Govt. Departments, Boards, Corporations, Technical Institutions and general public. Besides, computer industry is in a dire need of professionally qualified and technically trained manpower. It is helping entrepreneurs and young students to adapt to this field by choosing it as their career prespective.

This Centre is an ISO 9001:2000 certified institute since Feb,2002 and has been providing Quality Education in various streams of IT. The Centre is fully accredited to conduct DOEACC 'O' and 'A' Level courses. We also have accreditation for 'B' Level Course (which is equivalent to MCA) to impart education to the students who want to pursue their higher studies. The Centre is the only Institute in the city for providing training in Bio-Informatics & Hardware 'O'-Level and 'A'-Level courses.

The Centre started CISCO Local Academy in August 2006 for imparting training for specialised CCNA course. It became partner with Oracle Corporation in Oracle Workforce Development Program for providing training in specialised Oracle Certification Programs.

It has introduced various specialized courses in technologies like VB.NET, ASP.NET, C#, JSP, PHP, ASP, J2EE, Linux, VB, Oracle, SQL Server, Mobile Communication and Network Security, keeping in view the current market trends in the field of IT. Intensive industry specific training is provided to students who enroll themselves as Six months Project Trainees.

DOEACC Society, Chandigarh Centre's branch offices at Shimla, Lucknow and Delhi are accredited for DOEACC 'O' & 'A' Level courses.

This Centre has been functioning with a missionary zeal and dedication to spread computer culture and always has been a front runner in fulfilling its commitment to the nation.

**Dr. AKD Dwivedi**  
**Director**

# DOEACC SOCIETY - CORPORATE PROFILE

## THE BACKGROUND

**DOEACC Society** is an Autonomous Scientific Society of the Department of Information Technology, Ministry of Communications & Information Technology, Government of India, set up to carry out Human Resource Development and related activities in the area of Information, Electronics and Communication Technology (IECT).

The DOEACC Society is functioning under the overall control and guidance of the Governing Council. Hon'ble Minister, for Communications and Information Technology, Govt. of India, is the Chairman of the Council. The members of the Council are from the varied field of academia, Govt. Organizations, industrial sectors and representatives from various professional bodies. The Society has a Management Board headed by Secretary, Department of Information Technology, Govt. of India. It has a nationwide presence with 11 Centres across the country. Each Centre, has an Executive Committee with representatives of respective State Governments and local industries, for effective implementation of the decisions of the Council.

The Society is engaged both in the formal and non formal education in the area of IECT besides development of industry oriented quality education and training in the state-of-art areas.

### 1.2 DOEACC Centres in the Country

The Society with headquarters at New Delhi has 11 Centres at Agartala, Aizawl, Aurangabad, Calicut, Chandigarh, Gorakhpur, Imphal, Srinagar / Jammu, Kohima/Chuchuyimlang, Kolkata and Tezpur/Guwahati. DOEACC Society, Chandigarh Centre has three branch offices at Delhi, Lucknow and Shimla.

#### 1. Chandigarh

- Computer Education and Training.
- Corporate training programs.
- Providing Total IT Solutions.
- Turnkey Data Processing Projects.
- Application Software Development and its Maintenance.
- Consultancy in Selection of Hardware and System Software.

#### 2. Aurangabad

- Agri-Electronics and Instrumentation for Agro Based Industries.
- Opto Electronics and Photonics.

#### 3. Calicut

- Process Control and Instrumentation , CAD and CAM Software Design and Development.
- Engineering and Office Automation.
- Electronic Product Design, Embedded systems and VLSI Design.

- Industrial Automation and Systems.
- 4. Gorakhpur**
  - Information Technology, Industrial Instrumentation.
- 5. Imphal**
  - Entertainment Electronics.
- 6. Aizawl**
  - Information, Electronics and Communication Technology.
- 7. Kolkata**
  - IT Education in formal and nonformal sector.
  - IT Consultancy Project at National Level.
  - Corporate Training in IT.
- 8. Srinagar/Jammu**
  - E-Governance.
  - Data communication Network, Office Automation.
- 9. Tezpur/Guwahati**
  - Agricultural Electronics, Electronics for Geological Resources.
- 10. Kohima**
  - Information Technology.

## **DOEACC SOCIETY, CHANDIGARH CENTRE - IN BRIEF**

### **Location**

DOEACC Society, Chandigarh Centre is located at S.C.O 114-116, Sector 17-B, close to Madhya Marg and is housed in a centrally air conditioned five storey building. It is easily approachable from the local bus stand which is situated at a distance of about 1 km. The railway station is situated at about 7 km from the Centre. The Chandigarh airport is at a distance of 12 kms.

### **Introduction to the Centre**

The Centre is fully geared to meet the new challenges in IT. A pool of committed talent is tirelessly working to achieve the specific benchmarks set in the IT field to match speed at **"Business @ thought"**. The Centre's strength lies in the dynamic and innovative leadership which is always in search of new ventures and challenges to work on. We have been successful in all major ventures undertaken by us, be it training , Software development or Electronic Data processing, we have left an indelible mark on the minds of our clients.

"Cost effective, time-to market solutions" is our motto that we not only boast about, but actually put it into practice. Every member of our team is committed to work on

these principles. We have paved way for many of the success stories that have been coined by our Centre's most prized possessions ----- **"The Students."**

#### **Thrust Area**

DOEACC Society, Chandigarh Centre strives to impart training on IT.

#### **Objectives**

- Disseminate knowledge on all aspects of IT and allied subjects.
- Provide Quality Education and Training to prepare individuals for Technology driven business environment, effectively.
- Provide quality education to participants for upgrading their technical skills to meet the demand of rapid change in technology by skilled and dedicated IT faculty in an environment that is conducive to learning by providing good infrastructure.

### **3. INFRASTRUCTURE**

The Centre has the following infrastructure to carry out Training activities.

#### **3.1 Library**

The Institute's Library has a collection of around 5000 volumes of essential books on Computers and IT related subjects, in English and Hindi. Manuals of different Softwares and Operating Systems are also available for the benefits of both the students and the faculty. **An ample number of** related journals and magazines are subscribed regularly along with a number of national and local newspapers.

The detailed syllabus along with the question papers of the previous examinations of 'O', 'A' & 'B' Level are also available, for the benefit of the students.

#### **3.2 Computing Facilities**

The Centre has elaborate computing facilities accessible to the students. There are three modern, state-of-the-art, computer laboratories comprising of hardware configuration powered by latest Processors which are all connected to a campus LAN. There are several high end Servers for various needs with high quality laser printers, network printers, scanners and multimedia accessories. Various system software are available that run in environments such as Red Hat LINUX, SCO Unix, Windows 2003 Server and Windows Vista. The Campus LAN is connected to the Internet through a 2 Mbps RF link.

#### **3.3 Cisco Lab**

The lab consist of around 14 state of the art PCs with a high end server, for students. The Lab has four 1841 series routers, two 2950 catalyst switches, two WRT310 N wireless routers along with necessary cables and tools like cable testers, multimeter etc. for carrying out the necessary practicals for CCNA courses and IT Essentials PC Hardware course. The design of the laboratory is such, so as to facilitate the practical sessions in a more interactive manner.

#### **3.4 Lecture Halls**

The Centre has 9 spacious and fully furnished Lecture halls, each with a sitting capacity of 40 students. Majority of the classrooms have single chair with desk for every student. The classrooms are equipped with Synthetic boards and upto date teaching aids. Overhead multimedia projectors are also installed in every lecture hall.

### **3.5 Staff / Faculty rooms**

There are two faculty rooms that have been interconnected with a set of intercoms. Each staff member has a separate PC allocated to him/her which has Internet connection.

## **4. COURSES OFFERED BY THE CENTRE**

### **Long Term Courses**

1. DOEACC 'O' Level IT Course.
2. DOEACC 'A' Level IT Course.
3. DOEACC 'B' Level IT Course.
4. DOEACC Bio- Informatics 'A' Level Course.
5. DOEACC 'O' Level on Hardware Maintenance.
6. DOEACC 'A' Level on Hardware Maintenance.
7. Diploma in Computer Applications.
8. Post Graduate Diploma in Computer Applications.
9. Diploma in Computer Hardware and Networking.
10. Diploma in Computer Applications and Desktop Publishing.
11. BCA & PGDCA from MCRP University at Shimla & Lucknow Branches.
12. M.Sc. (Computer Science) & MCA from MD University at Lucknow Branch.

### **Short Term Courses**

1. Oracle 9i / SQL Server, Oracle DBA, Oracle with Developer
2. Networking, Wireless & Mobile Communication
3. System Administration Under Linux, Unix and Windows 2000 series
4. Programming Languages : C / C++, VC++, C#
5. Client Server Application : VB, VB with SQL Server, VB with Oracle
6. Multimedia Courses : Macromedia Flash, Dreamweaver, Fireworks, Director
7. AutoCAD
8. Office Automation
9. Desk Top Publishing
10. Data Entry on PC
11. DOEACC CCC (Certificate Course on Computer Concepts)

### **WEB Technologies**

1. Web Designing : HTML, DHTML, JAVA Script, Flash, Photoshop
2. ASP, XML
3. .Net Technologies : VB.Net, ASP.Net
4. J2EE
5. Open Source Courses (PHP With MY SQL, PERL with MySQL)

## **Specialised Courses**

1. Oracle Certification ( Developer and Administrator track in OCP and OCA).
2. Cisco Certification (CCNA and CCENT).
3. IT Essentials :PC Hardware and Software (ver.4) (CompTIA A+ Certification)

## **5. GENERAL INFORMATION**

### **5.1 ELIGIBILITY FOR ADMISSION**

Admission in the courses is based on merit of the candidate's qualifying Degrees/Diplomas.

### **5.2 REGISTRATION**

The students seeking admission in the following courses will have to deposit one time registration fee of Rs.250

- Diploma in Computer applications.
- Advanced Diploma in Computer applications.
- Postgraduate Diploma in Computer Applications.
- Diploma in Computer Applications and Desktop publishing.
- Diploma in Computer Hardware and Networking.

### **5.3 IDENTITY CARD**

Each student is issued an identity Card upon his admission. The students are instructed to bring their ID Card daily, failing which they are not allowed to enter the premises. A student who has lost his/her Identity Card, can obtain a duplicate one from the Centre by paying Rs.100.

### **5.4 GRADING SYSTEM**

In order to qualify in a promotional examination for each subject in DOEACC Courses (that is DOEACC 'O', 'A', 'B' level ) a candidate must obtain at least 50% marks in theory and practical examination. For PGDCA, other Diploma and short term courses, the qualifying percentage is 40%.

### **5.5 ATTENDANCE**

The students should have minimum 80% attendance in order to be eligible for appearing in the final examination.

### **5.6 STUDENT PROJECTS**

For the project work, the students are required to submit the Project Proposal Form which is scrutinised by the Project Appraisal Team. Students are to obtain the signature of the Project Guide in the Project Proposal Form. Proper guidelines as per the Course have to be properly followed regarding the eligibility, scope and duration of the project. The projects are evaluated by the project Evaluation Team on regular basis.

### **5.7 WORKING HOURS & HOLIDAYS**

The Institution follows five-day week routine from Monday to Friday. In addition, it follows a schedule of holidays as per the rules of the Government of India. The classes starts at 7:00 in the morning and go upto 8:30 in the evening.

## **5.8 LEAVE PROCEDURES**

A leave application should be submitted for each day of leave to the concerned Subject-In-Charge, addressed to the Training Coordinator. Leave up to 3 days, will be granted by concerned subject-In-Charge.

For leave lasting more than 3 days, prior permission has to be taken in writing. The leave application should be submitted on joining with medical certificate in case of medical leaves or other supporting documents. Unexplained absence for 5 consecutive days will be treated as discontinuation and would lead to strict action against the concerned student .

## **5.9 EXAMINATION & PROMOTION RULES**

The Attendance and the performance in Term Exams of a student will be considered for the eligibility to appear in DOEACC examination. No Dues Certificate is to be submitted by the student for getting the final certificates.

However, **the examination fees of Rs.200 for each theory and practical examination (undertaken by the candidate for each semester)** would be charged for the following courses:

- Diploma in Computer Applications.
- Advanced Diploma in computer Applications.
- Post Graduate Diploma in Computer Applications.
- Diploma In Computer Applications and Desktop Publishing.
- Diploma in Computer Hardware and Networking.

## **5.10 LIBRARY RULES**

- To borrow a book or visit the Library the student must become the Library member.
- Students are allowed to borrow books as per availability and regulation.
- Students can avail Library facility during the working hours only.
- Reference books are accessible only in the Library and will not be issued.
- Delay in returning books will be fined at the rate of Rs.1 per day.
- Student shall be responsible for the loss of books, in kind or cash.
- Students are expected to maintain complete silence inside the Library.
- Handbags, rucksack, backpack, knapsack, are restricted inside the Library.
- Students have to pay library security deposit of Rs.500 to become the member of the library (which is refundable after the completion of the respective course).

## **5.11 LABORATORY RULES**

- No students are allowed inside the laboratory except during their lab timing. For sitting in the lab, beyond the allocated time, students may take permission from their concerned faculty member or Lab-Supervisors.
- No external storage devices like CD, DVD, Pen drives etc. are allowed inside the laboratory and in case the requirement arises, the prior permission should be obtained from Lab Supervisors or concerned Faculty.
- For any offence committed by the students in the lab, proper disciplinary action will be taken by the Institution.

## **5.12 DISCIPLINE**

- Smoking, consumption of intoxicants, is strictly prohibited inside and around the campus.

- Students are expected to maintain proper discipline and decorum. They must maintain a good conduct in the Class.
- Mobile Phones, Pagers, Mp3 players, iPods, should be switched off inside the Class, Laboratory and Library.
- Strict disciplinary action will be taken against those students who do not follow the rules and regulations of the Centre.

**Please Note :** *The Centre shall not be responsible for any errors or omissions of the contents in the Prospectus. Further the prospectus may be changed from time to time as per requirements of the Centre.*

## **6. ACHIEVEMENTS**

### **6.1 Training Achievements:**

#### **6.2 Corporate Training Programmes**

1. Haryana State Agricultural Marketing Board, Panchkula.
2. Directorate of Social Justice and Empowerment, H.P. Shimla.
3. Department of Information Technology, Himachal Govt.
4. Agriculture and Horticulture Deptt. Govt. of Himachal Pradesh.
5. Economic Intelligence and Statistics, Lucknow.
6. Secretariat Admn. Govt. of H.P.
7. Treasury Deptt. Himachal Pradesh.
8. Employees State Insurance Corporation, Chandigarh.
9. Food Corporation of India, Govt. of India.
10. Director, Chandigarh Judicial Academy, Punjab & Haryana, Chandigarh.
11. Hutchisson Essar South Limited, Mohali.
12. The Superintendent of Police, Telecommunication, Haryana.
13. Civil Supply Corporation, Himachal Pradesh.
14. Deputy District Education Officer, Education Department UT Chandigarh.
15. Cane Commissioner Office & Sugar Mills, Lucknow.
16. Directorate of Treasuries, U.P. Lucknow.
17. Secretariat Officers & Officials, U.P. Secretariat, Govt. of U.P.

#### **6.3 Product Development**

- 1 Development of Web portal for State Pollution Control Board of Haryana.
- 2 E-Payment Software for Punjab State Electricity Board being developed.
- 3 Total IT solutions have been provided to three hospitals of New Delhi :-
  - √ GB Pant Hospital.
  - √ Maulana Azad Medical College.
  - √ Ram Manohar Lohia Hospital.
- 4 On line Energy Billing Software for Punjab State Electricity Board.

#### **6.4 Recent Achievements**

- 1 Under The Government of India's sponsored schemes special batches were started for:

- The weaker Sections of the Society since March 2008 as per the notification of the SC/ST Commission so as to provide an opportunity for the potential candidates to build their future in the IT field.
  - Further, the training of Female Candidates by running Special O-Level and A-Level batches has been taken up by the Centre since January 2007 under ICT capacity building “**Women Empowerment Programme**”.
- 2 Successful completion of Himachal Pradesh Schools IT Project in March 2008 implemented during 2002-05 and 2005-08 in which we rendered Infrastructure Support along with faculty and study material in nearly 600 Govt. Senior Sec. Schools in all the 12 districts of Himachal Pradesh.
  - 3 Successful Implementation of Online Cash Collection System for Punjab State Electricity Board for the Ludhiana and Patiala circle.
  - 4 Recruitment of IT teachers in 100 Govt.Senior Secondary Schools of Chandigarh.
  - 5 Imparting training to the dependents of Army personnels under Army Welfare Scheme.
  6. Successfully executed Transport & Health Deptt. Computerization Projects in all districts of U.P.

### **6.5 Success Stories**

Since inception, the Centre has been providing quality computer education. It has been the industry’s driving force to provide skilled manpower to various organizations. The Centre has been running various training courses at different proficiency levels for all types of participants. Centre has designed and provided various training courses for the corporate sector. Some of the organizations whose employees have benefited from our courses are :-

- DACNET.
- Haryana State Agricultural and Marketing Board.
- NIT,Hamirpur.
- PGI Doctors.
- CITCO Officers.
- Provided IT education in all the Govt. Sr. Sec Schools of Himachal Pradesh.
- Provided IT education in all the Schools of NCT of Delhi.
- U.P. Treasuries.
- U.P. Secretariat.

## **7. PLACEMENT**

### **Job Opportunities**

A brilliant career awaits the students who have qualified various courses provided by this Centre. We have been running various training courses at different proficiency levels for all types of participants.

The Centre imparts various long term courses like DOEACC ‘O’, ‘A’, ‘B’ Level that makes a candidate eligible for jobs in various Govt/Pvt.Organisations at the level of Asst. Programmers, Programmers, Software Engineers respectively.

Further the candidates who have completed their basic qualification like graduation can hone their IT skills by undertaking various specialised courses like .NET technologies, Java, Rational Rose offered by this Centre.

The students aspiring to become Network Administrators can undergo a course of Cisco Certified Network Associate (CCNA) Certification run by the Centre (as Cisco's Local Academy).

Students who have another avenue to excel and get good jobs in the IT market, can join an Oracle Certified Course run by the Centre and become Oracle Certified Professionals and make a mark in the IT Industry.

### **Placement**

Many of our students have brought laurels to the Centre, for they have been placed in every known sphere of the IT field. Our students have shown their capabilities in the following areas:

- Project Leads in various Software Development Projects.
- Technical Writing.
- Database administration.
- Network administration.
- Software Testing.
- Desktop Publishing and Designing.
- Web Designing.
- Web Optimization.

As a result of their sincere and hard working efforts they have been placed in known MNCs with handsome salary packages. The list is long and unending but some of the reputed companies where the students have been placed are worth mentioning :-

- Quark
- Accenture
- Infosys
- Tata Consultancy Services(TCS)
- DELL Systems
- Mahindra British Telecom
- WNS Gurgaon
- Royal Bank of Scotland
- Satyam
- Daksh Infotech
- Inde Dutch Systems(IDS)
- PugMarks
- Sonata Software
- Cellnext Solutions
- EDS