# Certificate in Web Designing

| | |
|---|---|
| **Course Code :** CR-13 | |
| **Eligibility :** 10th | **Duration :** 4 Months |

## Introduction to Computers

Introduction To Computers , Types Of Computer , History Of Computer , Generation Of Computer , PC & Its Components , Disk Defragmentor , Categories Of PC , Evolution Of Micro Processors , Registers Of Micro Processors , Basic Components Of Computer System , Input Output& Storage Units , Software , Types Of Software , Types Of Operating System , Categories Of OS , Example Of Utility Program , Programming Languages , Generations Of Programming Language , Application Software , User &Example Of Application Software , Viruses , Types Of Virus , Virus Detection &Prevention , Communication Process , Communication Protocols , Communication Channel/Media , Modem , Components Of LAN , Types Of Internet Connections , Internet& Its Advantages , Internet Services , WWW & Common Technologies of Internet

## Dos / Windows XP

DOS :-- Disk Operating System(Dos) , Introduction , History & Versions Of Dos , Basic–Physical Structure Of Disk, Drive Name , Fat , File &Directory Structure And Naming Rules , Booting Process , Dos , System Files , Dos Commands Internal & External Dir,Md,Cd,Rd,Copy,Del,Ren,Vol,Date,Time,Cls,Path,Type                     Etc.                     , Chkdsk,Xcopy,Print,Diskcopy,Diskcomp,Doskey,Tree,Move,Label,Append,Format,Sort,Fdisk,Back up,Edit,Move.
Windows XP :-- Introduction To Window XP And Its Features , Hardware Requirements Of Windows , Window Structure,Desktop,Taskbar,Start Menu , Working ,With Recycle Bin – Restoring A Delete File ,Emptying The Recycle Bin , Managing Files, Folders And Disk Navigating Between Folders ,Manipulating Files And Folders ,Creating New Folder ,Searching Files And Folder My Computer Exploring Hard Disk ,Copying And Moving Files And Folder from One Drive To Another Formatting Floppy Drive ,Windows Accessories-Calculator ,Notepad ,Paint, Wordpad ,Character Map,Paint

## MS Word , MS Power Point

Office package :-- Word processor Software , Spreadsheet software , Presentation software , Database Management software
MS Office :-- Introduction to Ms Office , Introduction to Ms Word , How to Start , Components of Ms Word , File Menu , Edit Menu , View Menu , Insert Menu , Format Menu , Tools Menu , Table Menu , Window Menu , Help Menu
Ms PowerPoint :-- Introduction , Insert New Slide , Format Slide , Slide Show

## Introduction to Internet & Email Services

Introduction to HTML :-- Introduction to html , HTML element and tags , Evolution of HTML , Creating HTML document , Body element , Block formatting element , Heading element ,

Marquee element , Paragraph element , List element , Anchor element , Graphics element , Table element , Form element , Frame element

Java Script :-- Introduction to java script , Event in java script , Script element , Functions in java script , variables , Operators , Comment Indicator , Conditional branching Statement , The switch Statement , Loops , Arrays , System defined function , Catching Errors , Cookies , Event handles , Object  Hierarchy model

VB Script :-- Introduction to VB Script , Variables , Operators , Conditional branching statement ,Conversion functions , Predefined functions , String handling functions , Data type functions , Date Function

Dynamic HTML :-- DHTML  features , Event , DHTML property , Example of DHTML , Style Sheet , Cursor CSS properties , The inner HTML  property , The Div element , Text Positioning , Multi media effects

Macromedia Dream viewer

# Multimedia Essentials

Multimedia Needs and  area of use, Development platform for multimedia

Test :- Concept of plain & formatted text , RTF &  HTML text using  common text preparation tools , conversion  to and form of various text formats using standard software object linking embedded concept , Basic of font design overview of some fonts editing and designing tools , understanding & using various text effects

Introduction to  Sounds and Animation and Video

Introduction to Multimedia Softwares

# Basics of Corel Draw , Photoshop

## Coreldraw

Introduction to corel draw , Toolbars , Components of Corel draw

What is New in edit Menu :-- Introduction to corel draw , Duplicate , Clone

View menu :-- Full screen Preview , Grid and ruler setup

Layout Menu :-- Insert page , Delete page , Switching page Orientation , Page setup

Arrange menu :-- Introduction , Transformation , Order , Behind , Group , Shaping

Effects Menu :-- Adjust , Transform , Artistic Media , Contour , Extrude

Bitmap Menu :-- convert  to bitmap , Mode , 3d Effect

Art Strokes :-- Charcol , Pastels , Pen & ink , Scrap oared , Sketchpad , Watercolor , Blur , Smooth , Color transform , Halftone

Art Stockes  :-- Edge Detect , Find edge

Creative :-- Crafts , Glass black , Sample glass

Distort :-- Blocks , swirl

Noice :-- Add Noice

Text menu :-- Edit text , Fit text to path

Tools & windows

## Photoshop

Introduction to Photoshop , About wark area , Toolbox overview

File menu  :-- What is new in file

Edit menu :-- What is s new in file , Transform & Patten

Image menu :-- Mode , Rotate image
Layer menu :-- New layer , Layer styles , New fill layer , Add layer mask
Select menu :-- Inverse , Feather , Modify , Grow
Filter menu :-- Extract , Artistic , Blur , Brush stroke , Distort , Pixel *ate* , *Render* , Sharpen , Sketch

## Dreamweaver

Internet Access and HTML , Internet Access and HTML , Planning Web Sites , The Dreamweaver Environment , Viewing and Managing HTML Code , Creating a Web Site , Defining a Web Site , Creating a Basic Web Page and Page Properties , Building a Web Site , The Site Panel and Templates , Adding Content to Web Pages , List Formats and Graphic File Types , Inserting a Table and Adjusting Table Properties , Using Graphics in Table Cells and Nested Tables , Using Table Layout View , Creating and Using a Repeating Region Template , Working with Links , Creating Internal and External Hyperlinks , Creating an Image Map and Anchors , Enhancing Navigation in a Site , Framesets , Reusable Navigation Bars , Managing and Uploading a Web Site , The Site Map

## Flash

Introduction , logging onto server , basic Macintosh skills , Working in Flash , Drawing with Flash , Basic animation , Working in the timeline , Working with symbols Shape tween staggering animation effect , Animation Review Break apart and distribute Intro to Motion Guide , Motion Guide Paths , Mask layers , Button Intro , Intro to scripting , Setting up your , project Publishing movies , Working with custom colors and gradients , Setting up scenes for first project , buttons and action scripting for project , Animated Buttons

## Admin Office  Indore :
**Alma Limited**
18/3, Pardeshipura, Nr. Electronic Complex, Indore (M.P.) INDIA
Ph: +91 731 4055550, 4055551, 4222242, 4222252, 4099909, 4288812
Fax : +91 731 2573779 | Email: web@alma.in, support@alma.in

## Admin  Office New Delhi:
**Alma Limited**
B-1041, 3rd Floor, Sector 7,  Near  Palam Extension, Dwarka, New Delhi - 110075
Ph : +91 11 47350202, 47541212 | Help line : 91 999 39 500 00
Fax : +91 11 47350203,  Email : web@alma.in, support@alma.in