

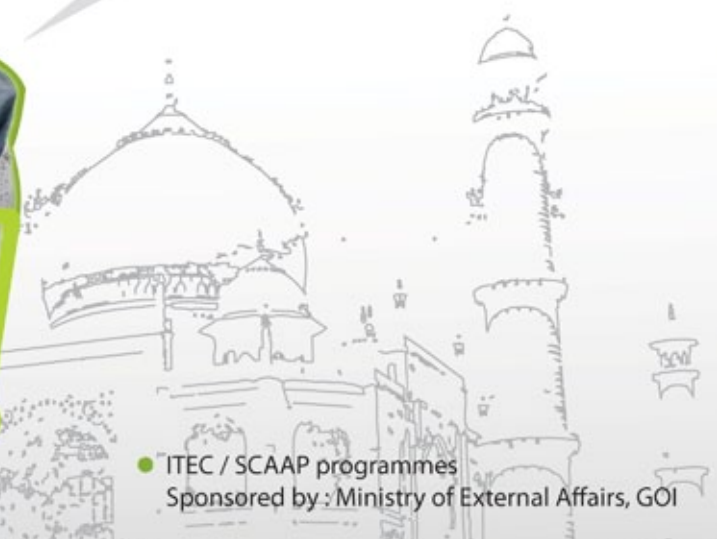


Unleash your potential

ITEC / SCAAP PROGRAMMES 2012 - 2013



Experience
Incredible Training in
Incredible India!
Come to Aptech....



● ITEC / SCAAP programmes
Sponsored by: Ministry of External Affairs, GOI

India and IT

Incredible India! An apt description for a country which is one of the biggest democracies in the world. Where the centuries co-exist and the modern blends seamlessly into the ancient. Where hospitality is a tradition, and development a passion. A beauty beyond description, beyond compare. An ancient civilization, as old as history itself. India is a glittering mosaic of people of different faiths and cultures, of varying climatic zones, of greenery and deserts, rivers and mountains, modernity and tradition.



"My stay in India was a great experience. Many things to learn - designing, language, food, culture, architecture... Everybody in India was wonderful, especially the Aptech personnel."

- Eli Fabricio Marín Hernández, Costa Rica

This ancient land fascinates the visitor with its size, culture, diversity, colors, scents, styles, customs, languages, architecture and geography. Home to the Indus Valley Civilization and a region of historic trade routes and vast empires, the Indian subcontinent was identified with its commercial and cultural wealth for much of its long history. With its history dating back to 3200 BC, India today is a pluralistic, multilingual, and multiethnic society. With 1500 dialects and 22 official languages, Indian culture is a rich confluence of various diversities. India is

a republic consisting of 28 states and 7 union territories, with a parliamentary system of democracy. It is one of the fastest growing economies in the world.

India is a perfect combination of tradition merged with knowledge and learning. From discovering zero to mammoth leaps in Information Technology, India has always been ahead in education, which has ensured its spectacular progress in technology.

"A wonderful two months experience of discovering the country and learning a programme most required for my future job profile. A special thanks and gratitude to our teacher - for her kindness, patience and professionalism."

-Ruzanna Ashughyan, Armenia



Aptech Limited

Aptech Limited, a Global Learning Solutions Company, is playing a key role in helping individuals, organizations and nations adapt to the changing requirements of a knowledge-driven world. Aptech commenced its education & training business in 1986 and has trained over 6.5 million students – globally.

Aptech is an ISO 9001:2000 organization and was the first IT training and education organization in Asia to receive the ISO 9001 quality certification for Education Support Services in 1993.

Aptech has presence in more than 40 emerging countries through its two main streams of businesses – Individual Training and Enterprise Business.

Under Individual Training, Aptech offers career and professional training through its brands - Aptech Computer Education (IT

Training), Arena Animation & MAAC (Multimedia & Animation Training), Aptech Hardware & Networking Academy (Hardware & Networking Training), Aptech Aviation & Hospitality Academy (Aviation, Hospitality & Tourism Training) and Aptech English Learning Academy (English Language Training).

Its Enterprise Business includes Aptech Learning Services (Content Development), Aptech Training Solutions and Aptech Assessment & Testing Solutions (Training and Assessment Solutions for Corporates & Institutions).

Aptech's international operations encompass countries across Africa, Latin America, Eastern Europe, Central Asia, South East Asia, China, Middle East, APAC and SAARC.

"After doing the course at Aptech, I feel more confident about my skills. The classes were always clear & easy to understand and the contents were well organized. To top it all – India is a truly amazing country. I am very thankful for being able to have this incredible opportunity to come, learn & experience."

- Jaime Horacio Romero Vento,
Peru



ITEC/ SCAAP Programme

The Indian Technical and Economic Cooperation (ITEC) programme was launched on 15th September, 1964 as a bilateral programme of assistance of the Government of India. It is the flagship programme of the Indian Government's technical cooperation effort, not only because of its wide geographical coverage but also for innovative forms of technical cooperation. ITEC is about cooperation and partnership for mutual benefit. It is focused on addressing the needs of developing countries.



"A big thanks to GOI & Aptech. They provided us with excellent facilities during our stay in India. It was a great experience to be with people of different countries. I enjoyed my classes with my Graphic Designing trainer, who is the best teacher I ever came across. In all, it was a perfect journey in my life's experience."

- Satish Kafley, Bhutan

The ITEC Programme, which is fully-funded by the Government of India, has evolved and grown over the years. Under ITEC and its corollary SCAAP (Special Commonwealth African Assistance Programme), 159 countries in Asia, East Europe (including former USSR), Central Asia, Africa, Latin America, the Caribbean as well as Pacific and Small Island countries are invited to share in the Indian developmental experience in various fields.

As a result of various activities under ITEC programme, there is now a visible and growing awareness among other countries about the competence of India as a provider of technical know-how and expertise as well as training opportunities, consultancy services and feasibility studies. Over the years, the technical and economic assistance programme of Ministry of External Affairs has generated immense goodwill and substantive cooperation among the developing countries.

Aptech & ITEC/SCAAP

Partnering for a better future

The Ministry of External Affairs - Govt. of India, has entrusted Aptech to provide quality IT, Multimedia & Language training to participants across the globe.

Aptech has conducted many courses for the ITEC/SCAAP participants from countries like Afghanistan, Angola, Antigua & Barbuda, Algeria, Armenia, Azerbaijan, Bangladesh, Bermuda, Belarus, Bhutan, Bolivia, Botswana, Bulgaria, Burkina Faso, Burundi, Cambodia, Cameroon, Chad, Chile, Republic of Congo, Colombia, Costa Rica, Cuba, Czech Republic, Dominican Republic, Democratic Republic of Congo, Djibouti, East Timor, Ecuador, Egypt, EL Salvador, Estonia, Ethiopia, Fiji, Gabon, Gambia, Georgia, Ghana, Guatemala, Guinea Bissau, Guyana, Haiti, Honduras, Hungary, Indonesia, Iran, Iraq, Ivory Coast,

Jordan, Kazakhstan, Korea, Kyrgyzstan, Lao PDR, Lebanon, Lesotho, Liberia, Libya, Lithuania, Macedonia, Madagascar, Malawi, Malaysia, Maldives, Mali, Mauritania, Mauritius, Mexico, Moldova, Mongolia, Montenegro, Mozambique, Myanmar, Namibia, Nepal, New Guyana, Niger, Nigeria, Oman, Papua New Guinea, Panama, Palestine, Peru, Philippines, Poland, Republic of Sudan, Republic of South Sudan, Romania, Russia, Senegal, Serbia, Sierra Leone, Seychelles, Slovakia, Solomon Islands, South Africa, Sri Lanka, St. Lucia, St. Vincent & Grenadines, Suriname, Syria, Tajikistan, Tanzania, Thailand, Togo, Tonga, Trinidad & Tobago, Tunisia, Turkey, Turkmenistan, Uganda, Ukraine, Uzbekistan, Vanuatu, Venezuela, Vietnam, Yemen, Zambia & Zimbabwe to name a few.

"Great opportunity to improve skills & learn new things useful for my profile. It was equally a great chance to get to know beautiful people & their stories, enjoy our time together, explore new places & share the joy. Thanks to Aptech, it was an unforgettable experience of life in India."

- Paulina Stalionyte,
Lithuania



Aptech conducts its ITEC/SCAAP Programme in Delhi, the capital city of India. Delhi is a multicultural, multilingual international metropolis with excellent tourist spots & recreational facilities. Delhi has various resorts, restaurants & cafés serving a rich variety of world cuisine.

The city has a rich & colorful past going back to several centuries. Historic forts, temples, mosques & other monuments draw tourists from around the globe.



"The course is very good and the stay in India was exciting. Too difficult to forget. The several heritage sites that we visited were amazing and above all, I'll never forget my trainer who was extremely knowledgeable and helpful."

-Bataa Batbayar, Mongolia

The prominent landmarks in Old Delhi include the majestic Red Fort, the historical Chandni Chowk, besides Raj Ghat and Shanti Vana, the last two being memorials, constructed after India's Independence in 1947.

New Delhi, on the other hand, is a spacious, open modern city designed by Edwin Lutyens and Herbert Baker. Its notable attractions include the Rashtrapati Bhawan, the one time imperial residence of the British Viceroys; India Gate, a memorial raised in honour of the Indian soldiers martyred during the Afghan war; Qutab Minar, built by

Qutub-Ud-Din Aibek of the slave Dynasty; Humayun's Tomb, a mausoleum which is a fine synthesis of Persian architecture and Indian traditions; and the Lotus-shaped Baha'i Temple. The spectacular Akshardham temple, the latest addition to Delhi's architectural wonders, is one of the biggest and most intricate places of worship ever constructed.

"My stay in India was enjoyable; the course Graphic & Web Designing was educative as well as useful. I learnt a lot. Our faculty is superb and the training material we got was very comprehensive."

- Kadri Vake, Estonia



	Name of the course	Qualification required	Duration (weeks)	Period	
				From	To
1	Certificate of Proficiency in English & IT Skills	Prior knowledge of Basic English is essential	10 Weeks	12.06.12	20.08.12
2	Certificate of Proficiency in Web Designing	Prior basic knowledge of computers is essential. Inclination towards creativity will be an advantage.	10 Weeks	12.06.12	20.08.12
3	Certificate of Proficiency in English Communication	Prior knowledge of Basic English is essential	8 Weeks	24.08.12	18.10.12
4	Certificate of Proficiency in Graphic & Web Designing	Prior basic knowledge of computers & a creative bent of mind is essential.	12 Weeks	24.08.12	15.11.12
5	Certificate of Proficiency in English & IT Skills	Prior knowledge of Basic English is essential	10 Weeks	22.10.12	30.12.12
6	Certificate of Proficiency in Web Designing	Prior basic knowledge of computers is essential. Inclination towards creativity will be an advantage.	10 Weeks	22.10.12	30.12.12
7	Certificate of Proficiency in English Communication	Prior knowledge of Basic English is essential	8 Weeks	05.11.12	30.12.12
8	Certificate of Proficiency in English & IT Skills	Prior knowledge of Basic English is essential	10 Weeks	03.01.13	13.03.13
9	Certificate of Proficiency in Graphic & Web Designing	Prior basic knowledge of computers & a creative bent of mind is essential.	12 Weeks	03.01.13	27.03.13
10	Certificate of Proficiency in English Communication	Prior knowledge of Basic English is essential	8 Weeks	17.01.13	13.03.13
11	Certificate of Proficiency in English & IT Skills	Prior knowledge of Basic English is essential	10 Weeks	22.03.13	30.05.13
12	Advanced Certificate in Web Design & Development	Prior knowledge of computers is essential. Inclination towards creativity & knowledge of a programming language will be an advantage.	14 Weeks	30.03.13	05.07.13
13	Certificate of Proficiency in Graphic Designing & English Communication	Prior knowledge of Basic English is essential	14 Weeks	30.03.13	05.07.13

Course Calendar 2012-13

Courses Offered

Certificate of Proficiency in Web Designing

Duration - 10 weeks

Batch 1 : From Jun 12, 2012 to Aug 20, 2012

Batch 2 : From Oct 22, 2012 to Dec 30, 2012

Eligibility criteria for participants: Prior basic knowledge of computers is essential. Inclination towards creativity will be an advantage.

Aim & Objective of the Course: This course prepares the student with skills to design interactive, rich and eye catching animated Web sites, host and maintain them.

Syllabus:

- Concepts of Multimedia and Internet
- Web Designing Concepts
- Image Magic with Photoshop
- Animation with Photoshop
- Designing Web pages with HTML
- Designing Web pages with CSS
- Developing Interactive Web pages using JavaScript
- Web animation with Flash
- Web weaver with Dreamweaver
- Project



"After coming back to Tashkent, I started teaching a new subject at the University, which I am doing with the best of results. The credit of it goes to our Web Designing trainer, who taught us so well. I don't have enough words for expressing myself, but I loved India and I loved being at Aptech. I was amazed with the hospitality. Thank you very much !!!"

- Masuda Utkirovna Isaeva,
Uzbekistan

Certificate of Proficiency in English and IT skills

Duration - 10 weeks

Batch 1 : From Jun 12, 2012 to Aug 20, 2012

Batch 2 : From Oct 22, 2012 to Dec 30, 2012

Batch 3 : From Jan 03, 2013 to Mar 13, 2013

Batch 4 : From Mar 22, 2013 to May 30, 2013

Eligibility criteria for participants: Prior knowledge of Basic English is essential

Aim & Objective of the Course: Prepares the student to acquire skills for fluency in English Communication for everyday & business situations along with basic IT skills.

Syllabus for English:

- Audio visual program tackling day to day situations.
- Global English for workplace
- Structure of English language, pronunciation, intonation and syllable stress
- Accent neutralization
- Comprehending diverse western accents and understanding culture communication over distances
- Consonant and Vowel sound used in the international phonetic alphabet of neutral English
- Variation in British and American English
- Business communication including English at Workplace
- Telephone Skills
- Etiquette
- Giving Simple Instructions and Information
- Asking Questions
- Answering Interview Questions
- Conversation
- Memos and Email
- Letter Layout
- Spelling
- Punctuation
- Numerals
- Writing Tactfully
- Use of Active and Passive Voice
- Structure and Planning of a Letter
- Types of Letters
- Job Application & CV

"I count taking part in the English and IT program at Aptech as one of those I will treasure forever. The course is great - I learnt loads. The amount of things I learnt was surpassed only by my new found appreciation of the diversity of India"

- Sylvi Ndevaama
Shilomboleni, Namibia



Syllabus for Information Technology:

- Working with Windows
- Basic, Intermediate & Advanced MS Word
- Basic, Intermediate & Advanced MS Excel
- Intermediate & Advanced MS PowerPoint
- Basic Ms Access

Certificate of Proficiency in Graphic & Web Designing

Duration - 12 weeks

Batch 1 : From Aug 24, 2012 to Nov 15, 2012

Batch 2 : From Jan 03, 2013 to Mar 27, 2013

Eligibility criteria for participants: Prior basic knowledge of computers is essential. Inclination towards creativity will be an advantage.

Aim & Objective of the Course: To prepare the participants to acquire concepts of digital graphics and equip them with thorough knowledge of creating, image-editing and publishing graphics. It also prepares the student with skills to design interactive, rich and eye catching animated Web sites, host and maintain them.

Syllabus:

- Concepts of Multimedia and Internet
- Concepts of Graphics & Web Designing
- Creating Illustrations using Illustrator
- Image Magic - Print & Web using Photoshop
- Media Publishing using Indesign
- Animation with Photoshop
- Developing Interactive Web pages using JavaScript
- Designing Web pages with HTML
- Designing Web pages with CSS
- Web animation with Flash
- Web weaver with Dreamweaver
- Project



"The Graphic & Web Designing program filled the gap in my education. It provided an excellent opportunity to obtain the knowledge of contemporary IT technologies and to reacquaint myself with the teaching materials which comply with international standards. I also had a chance to see the diversity of traditions and multicultural atmosphere of India. I hope the knowledge I gained here will help me to renovate my teaching practice."

- Dr. Andrey Sychev, Russia

Certificate of Proficiency in English Communication

Duration - 8 weeks

Batch 1 : From Aug 24, 2012 to Oct 18, 2012

Batch 2 : From Nov 05, 2012 to Dec 30, 2012

Batch 3 : From Jan 17, 2013 to Mar 13, 2013

Eligibility criteria for participants: Prior knowledge of Basic English is essential

Aim & Objective of the Course: Prepares the student to acquire skills for fluency in English Communication for everyday & business situations.

Syllabus:

- Audio visual program tackling day to day situations.
- Global English for workplace
- Structure of English language, pronunciation, intonation and syllable stress
- Accent neutralization
- Comprehending diverse western accents and understanding culture communication over distances
- Consonant and Vowel sound used in the international phonetic alphabet of neutral English
- Variation in British and American English
- Business communication including English at Workplace
- Telephone Skills
- Etiquette
- Giving Simple Instructions and Information
- Asking Questions
- Answering Interview Questions
- Conversation
- Memos and Email
- Letter Layout
- Spelling
- Punctuation
- Numerals
- Writing Tactfully
- Use of Active and Passive Voice
- Structure and Planning of a Letter
- Types of Letters
- Job Application & CV



"It was a great opportunity for me to learn both English and about India simultaneously. This course gave me a lot of new knowledge apart from what I learnt at school. I improved my language, grammar, vocabulary and above all improved my communication skills in class and amongst our friends from many countries across the world."

- Reniati Utami, Indonesia

Certificate of Proficiency in Graphic Designing & English Communication

Duration - 14 weeks

From : Mar 30, 2013 to Jul 05, 2013

Eligibility criteria for participants: Prior basic knowledge of computers & English is essential. Inclination towards creativity will be an advantage.

Aim & objective of the course: To prepare the participants to acquire concepts of digital graphics and equip them with thorough knowledge of creating, image - editing and publishing graphics along with preparing them to acquire skills for fluency in English Communication for everyday & business situations.

Syllabus for Graphic Designing:

- Fundamentals of Computers, Multimedia & Internet
- Concepts of Graphics and advertising
- Creating Illustrations using Illustrator & Corel Draw
- Image Magic - Print & Web using Photoshop & Corel Draw
- Media Publishing using Indesign
- Project

Syllabus for English:

- Audio visual program tackling day to day situations.
- Global English for workplace
- Structure of English language, pronunciation, intonation and syllable stress
- Accent neutralization
- Comprehending diverse western accents and understanding culture communication
- Consonant and Vowel sound used in the international phonetic alphabet of neutral English
- Variation in British and American English
- Business communication including English at Workplace
- Telephone Skills
- Etiquette
- Giving Simple Instructions and Information
- Asking Questions and answering Interview Questions
- Conversation
- Letter Layout, types of letters and structure and planning of a letter
- Writing Tactfully
- Spelling and Punctuation
- Numerals
- Use of Active and Passive Voice
- Job Application & CV

Advanced Certificate in Web Design & Development

Duration - 14 weeks

From : Mar 30, 2013 to Jul 05, 2013

Eligibility criteria for participants: Prior basic knowledge of computers is essential. Inclination towards creativity & knowledge of a programming language will be an advantage.

Aim & objective of the course: This course prepares the student with skills to design interactive, rich and eye catching animated Web sites, host and maintain them.

Syllabus:

- Concepts of Multimedia and Internet
- Web Designing Concepts
- Image Magic with Photoshop
- Animation with Photoshop
- Designing Web pages with HTML
- Designing Web pages with CSS
- Developing Interactive Web pages using JavaScript
- Developing Dynamic Web pages using PHP
- Creating Databases using MySQL
- Web animation with Flash
- Designing, Developing & Hosting Web pages with Dreamweaver
- Project

"The course is interesting & greatly enhanced my knowledge about Web Designing. It is proving to be extremely useful for my profession. The teachers are great and have got immense clarity. The staff at Aptech was forever concerned about our welfare and treated us extremely well."

- Yudeisy Salazar Benitez, Cuba



Residential Facilities & Allowances

Residential Facilities: Well-furnished, well-equipped, air-conditioned residential facilities will be provided in a hotel as per the directives of the Ministry of External Affairs, Govt. of India.

Allowances: A monthly allowance will be given to the participants for day-to-day requirements. The training programme is funded by the Govt. of India and the participants will be provided with economy class tickets from the Indian Mission of their respective countries.



"Aptech is so marvelous that I find it difficult to explain it in words. I enjoyed my stay in Incredible India. My life has been transformed in a magical way. The knowledge I gained here will not only be beneficial to me but also to my colleagues back home. It will definitely change the way Web & Graphic designing is done in Zambia."

- Oscar Chisenga, Zambia

Venue of the Training programme:

Training programmes will be conducted at Aptech centre, with state-of-the-art lab facilities and classrooms & conducive learning environment. Individual computers will be provided. Each participant will get Aptech's internationally accepted courseware.

Study Tours: India has a rich cultural heritage and the ITEC/SCAAP participants will have an opportunity to visit the world-renowned monuments & heritage structures in the cities of Delhi, Agra and Jaipur. In Delhi, the participants will get to visit monuments like the Red Fort, India Gate,

Lotus Temple, Humayun's Tomb, Qutab Minar and the Raj Ghat.

In Agra, the participants will get to see the glorious Taj Mahal, which is one of the Seven Wonders of the World & Agra Fort. The Pink City of Jaipur houses monuments and architectural wonders such as Hawa Mahal, Amber Fort, Jantar Mantar & Maharaja Palace.



How to apply:

The interested candidates can participate in the programmes through the following procedure:

- Contact the Indian Embassy or High commission in your country and fill the nomination form (Application form for applying for the course).
- Forward the completely filled nomination form through your respective organization to nearest Indian Embassy or High commission.
- The Indian Embassy /High commission will then forward the form to the Technical Co-operation Division of Ministry of External Affairs, Government of India, who will send it to Aptech for acceptance.
- On approval by the Ministry of External Affairs, New Delhi, the Indian Embassy / High commission will arrange for the candidates travel to and fro at the expense of Government of India.

Who can apply?

- Officials in Government, Public Sectors, Universities, Chambers of Commerce and Industry, etc.

"The course has excellent structure and presentation covering all aspects. Kudos to the Aptech team, who ensured that we experienced as much as we could of Indian culture, history, shopping, food & festivals during our stay here. Sincere thanks to the Government of India for making this possible."

- Narendra Maharaj,
Trinidad & Tobago



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