

Each class denotes one video

Version 05.03.2018

COURSE DESIGN OF SELF-LEARNING COMPUTER CLASSES

No. of Videos

Basic Course (2 modules)

Module Name	No. of classes per week	Duration of classes	No. of Weeks	No. of Hours
Paint I	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours
Writer I (equivalent of MS Word)	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours
Total Duration Basic Course (doesn't include exam time)			12 to 24 weeks	18 to 36 hours

12

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24

* Usually schools take longer than this depending on the level of classes being taught

No. of Videos

Basic Plus Course (4 modules)

Module Name	No. of classes per week	Duration of classes	No. of Weeks	No. of Hours
Writer II (equivalent of MS Word)	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours
Impress I (equivalent of MS Powerpoint)	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours
Calc I (equivalent of MS Excel)	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours
Internet & Email I	2	45 mins to 1 hour	1 to 2 weeks	1 to 3 hours
Total Duration Basic Course (doesn't include exam time)			19 to 38 weeks	28 to 57 hours

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38

* Usually schools take longer than this depending on the level of classes being taught

No. of Videos

Advanced Course (4 modules)

Module Name	No. of classes per week	Duration of classes	No. of Weeks	No. of Hours
Paint II	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours
Writer III (equivalent of MS Word)	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours
Impress II (equivalent of MS Powerpoint)	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours
Calc II (equivalent of MS Excel)	2	45 mins to 1 hour	6 to 12 weeks	9 to 18 hours

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Total Duration Advanced Course (doesn't include exam time)

24 to 48 weeks

36 to 72 Hours

48

** Usually schools take longer than this depending on the level of classes being taught*