APTECH™
Global Learning Solutions

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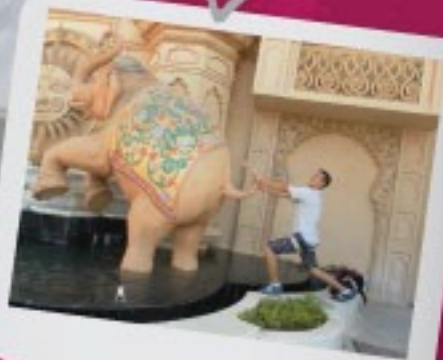Sponsored by
Ministry of External Affairs, GOI

ITEC / SCAAP PROGRAMMES
2011 - 2012

Kingdom of Dreams

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

Taj Mahal

India and IT

Incredible India! An apt description for a country which is one of the biggest democracies in the world. Where 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.

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 over 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.

I am grateful from the bottom of my heart for this stay in India ! It's was an incredible opportunity to know the culture, the life and different colors of this amazing country. The Web Designing course is great - the faculty, coordinators & all the people were so, so, so very nice. I just loved being here.

- Elena Shahanska, Bulgaria

Aptech Limited, a Global Learning Solutions Company, with a presence across 5 continents, 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 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's various business lines include IT Training **(Aptech Computer Education)** Multimedia & Animation Training **(Arena Animation)**; Animation & VFX Training **(MAAC)** Aviation, Hospitality & Tourism Training **(Avalon Academy)**; Hardware & Networking Training **(N-Power)**; English Language Training **(English Express)**; Learning Content Development **(Aptech Learning Services)**; Training Solutions for Corporates & Institutions **(Aptech Training Solutions)** and Testing Solutions **(ATTEST)**.

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

A big thank you to the Aptech staff, for their guidance and assistance during the course. I will use the knowledge I acquired here in the service of my institution in Burkina Faso. I will never forget our Web Designing teacher. Thank you hugely for your availability, your spirit of tolerance, listening and sharing knowledge.
"My feet have traveled the world, but my heart stays in Delhi."
– Bonkoungou Wendbigda Honorine, Burkina Faso

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.

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.

The opportunity to be in India was God´s gift. India has its own magic... You go there to attain professional skills, but you come back not only with better skills - you come back with a better understanding of life, make friends around the world, with a feeling of being a better person, and with a desire to go back to India at the 1st opportunity. All this is because we met wonderful people in Aptech who helped us enjoy India and sealed our hearts forever.
— Gladys Alejandra Lopez Morales, Guatemala

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, Bhutan, Bolivia, Botswana, Bulgaria, Burkina Faso, Burundi, Cambodia, Cameroon, Chile, Congo, Colombia, Costa Rica, Cuba, Czech Republic, Dominican Republic, Ecuador, Egypt, EL Salvador, Estonia, Ethiopia, Fiji, Gambia, Georgia, Ghana, Guatemala, Guyana, Honduras, Hungary, Indonesia, Iran, Iraq, Ivory Coast, Jordan, Kazakhstan, Korea, Kyrgyzstan, Lao PDR, Lesotho, Liberia, Libya, Lithuania, Macedonia, Madagascar, Malawi, Malaysia, Maldives, Mauritania, Mauritius, Mexico, Mongolia, Montenegro, Mozambique, Myanmar, Namibia, Nepal, New Guyana, Nigeria, Oman, Papua New Guinea, Panama, Palestine, Peru, Philippines, Poland, Romania, Russia, Senegal, Serbia, Sierra Leone, Seychelles, Slovakia, Solomon Islands, South Africa, Sri Lanka, St. Lucia, St. Vincent & Grenadines, Sudan, Suriname, Syria, Tajikistan, Tanzania, Thailand, Togo, Tonga, Trinidad & Tobago, Turkey, Turkmenistan, Uganda, Ukraine, Uzbekistan, Vanuatu, Venezuela, Vietnam, Yemen, Zambia & Zimbabwe to name a few.

Aptech & ITEC/SCAAP
Partnering for a better future

During my stay in India, I got the opportunity to receive state of the art training from qualified professionals, interact with people from all over the world, and to see world class heritage sites – which I could barely envisage before coming here. I am sure what I have learnt here will help me improve not only as a professional, but more importantly as a human being.
-Oscar Julián Pabón Rincón, Colombia

Aptech & ITEC/SCAAP
Partnering for a better future

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 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. It's 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 experience in India impacted me very positively in many aspects - I improved my English & I met so many interesting people from different countries, who became my friends. The time I spent in India was wonderful and unforgettable !

-Eldar Kamiev, Kyrgyzstan

S.No.	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	09.06.11	17.08.11
2	Certificate of Proficiency in Web Designing	Prior basic knowledge of computers is essential. Inclination towards creativity will be an advantage.	10 Weeks	09.06.11	17.08.11
3	Certificate of Proficiency in English Communication	Prior knowledge of Basic English is essential	8 Weeks	22.08.11	16.10.11
4	Certificate of Proficiency in Graphic Designing	Prior basic knowledge of computers & a creative bent of mind is essential.	8 Weeks	22.08.11	16.10.11
5	Certificate of Proficiency in English & IT Skills	Prior knowledge of Basic English is essential	10 Weeks	21.10.11	29.12.11
6	Certificate of Proficiency in Web Designing	Prior basic knowledge of computers is essential. Inclination towards creativity will be an advantage.	10 Weeks	21.10.11	29.12.11
7	Certificate of Proficiency in English & IT Skills	Prior knowledge of Basic English is essential	10 Weeks	04.01.12	13.03.12
8	Certificate of Proficiency in Graphic & Web Designing	Prior basic knowledge of computers & a creative bent of mind is essential.	12 Weeks	04.01.12	27.03.12
9	Certificate of Proficiency in English Communication	Prior knowledge of Basic English is essential	8 Weeks	18.01.12	13.03.12
10	Certificate of Proficiency in English & IT Skills	Prior knowledge of Basic English is essential	10 Weeks	21.03.12	29.05.12
11	Certificate of Proficiency in Web Designing	Prior basic knowledge of computers is essential. Inclination towards creativity will be an advantage.	10 Weeks	30.03.12	07.06.12

Course Calendar

Courses Offered

Certificate of Proficiency in Web Designing

Duration: 10 Weeks

Batch 1 - From Jun 09, 2011 to Aug 17, 2011
Batch 2 - From Oct 21, 2011 to Dec 29, 2011
Batch 3 - From Mar 30, 2012 to Jun 07, 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

I made history in Zimbabwe with the Aptech Certificate. When I came back from India, I wanted to pursue a Diploma in Web Design and visited some colleges. Instead, the colleges requested me to come and teach Web Design. To my surprise, the concepts that we covered at Aptech were more advanced than the Diploma which they are offering at some local colleges. I commend you for the knowledge you gave me.

- Tapiwa T. Hwandih, Zimbabwe

Certificate of Proficiency in English & IT Skills

Duration: 10 Weeks

Batch 1 - From Jun 09, 2011 to Aug 17, 2011
Batch 2 - From Oct 21, 2011 to Dec 29, 2011
Batch 3 - From Jan 04, 2012 to Mar 13, 2012
Batch 4 - From Mar 21, 2012 to May 29, 2012

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

Syllabus for Information Technology:
- Working with Windows
- Basic, Intermediate & Advanced MS Word
- Basic, Intermediate & Advanced MS Excel
- Intermediate & Advanced MS PowerPoint
- Basic MS Access

The course was an eye opener for me, even though English is my official language. I learnt a lot and the programme brought a confidence in me which I may have lacked before. The Aptech personnel were very good and made everything feel good for all of us.

- Mamoliehi Masoetsa Moeketsi, Lesotho

8

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
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- Spelling
- Punctuation
- Numerals
- Writing Tactfully
- Use of Active and Passive Voice
- Structure and Planning of a Letter
- Types of Letters
- Job Application & CV

Coming to India was a real opportunity for all of us. This training gave us a lot of confidence. The English Communication programme is perfect and so is Aptech.

– Guendez Zehor, Algeria

Certificate of Proficiency in Graphic Designing

Duration: 8 Weeks

From - Aug 22, 2011 to Oct 16, 2011

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.

Syllabus:

- Fundamentals of Computers, Multimedia & Internet
- Concepts of Graphics
- Basic Art – sketching & drawing
- Creating Illustrations using Illustrator & Corel Draw
- Image Magic - Print & Web using Photoshop
- Advertising Concepts
- Media Publishing using Indesign
- Project

The course is well organized and facilities well established. The Graphic Designing course is so good that it can take you to another level in your career.

– Lea Shambwila, Namibia

Certificate of Proficiency in Graphic & Web Designing

Duration: 12 Weeks

From - Jan 4, 2012 to Mar 27, 2012

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
- Basic Art – sketching & drawing
- Creating Illustrations using Illustrator
- Image Magic - Print & Web using Photoshop
- Animation with Photoshop
- Media Publishing using Indesign
- 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

My Web Designing classes at Aptech were something I looked forward to each day. Had I a teacher teaching me like this from the beginning of my education, things would have been much easier. If I had to rank my training, I will simply give it 5 stars. I thank you for this wonderful opportunity which comes once in a lifetime.

— Collins Mtita, Tanzania

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.

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, Birla Mandir & Albert Hall.

Residential Facilities & Allowances

I want to thank you for everything - especially for making me feel at home all the time. I'll be forever grateful to you for always being concerned about how we were or we felt. I'm sure my training will help me very much in my work.
- Felipe Andres Gutierrez Silva, Chile

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 and Private Sectors, Universities, Chambers of Commerce and Industry, etc.

I look forward to implement many new things I learnt from this prestigious institution to enable my company to benefit in this modern competitive business environment. A big thanks to the Indian Government & Aptech for this opportunity.

— Singye Wangchuk, Bhutan

The Web Designing course was enormously interesting and useful for me.
My stay in India was very profitable on an emotional, spiritual and intellectual level.
It was a provocation for my senses.
— Albena Rumenova Stoyanova, Bulgaria.

It was indeed a memorable learning experience for me in India and at Aptech. I gained a lot of knowledge about India, it's history, the lifestyle and people. The training was streamed in the best way possible to promote maximum learning amongst the participants.
— Kirisitiana Volivoli Vameau, FIJI

Participants' Speak

The whole experience in India was wonderful. The English course was very good, the teacher knowledgeable and her delivery - excellent. For me India is one of the most extraordinary countries – the history, the people and TAJ MAHAL! My dream come true – thanks to Aptech. I will never forget my stay in Delhi – the hospitality and the smiling Indian people.

– Yutnells Benitez Marquez, Cuba

The programme exceeded my expectations. Having studied graphic designing 14 years back, it was a great opportunity for me to update myself in a professional manner, as technology has really moved on since then. The organizational coordination was outstanding, matching International standards.

– Sarika Devi Verma Aguilar, Mexico

I would rate Aptech beyond excellent. What more can I say about the course and the institute. I am glad I applied to it. About my stay in India – well.... two months in paradise !

– Valentina Simeonova Ilieva, Bulgaria

15

Allow me to thank you and your staff members for the wonderful time in India. The English & IT course itself, cultural tours, living in India, meeting new friends from different countries and socializing with them....I don't know how I can express my sincere gratitude to the Indian Government in general and Aptech in particular for offering me this opportunity to enhance my skills.

– Messag Shetuhanga Hangula, Namibia

The Graphic Designing course is very valuable for my future career as it relates to my profession. I will also be able to train my juniors in the latest technologies I have acquired here.
– E. Chamari Shamani De Silva, Sri Lanka

I am grateful for having been given the opportunity to learn new things and discover this fascinating country and people. I won't ever forget your dedication to a job well done. I returned to Colombia with my physical passport, but India will forever stay in my heart.
– Alvaro Ceballos Castilla, Colombia

A – Amiable facilitators
P – Paradise of knowledge
T – Technologically inclined
E – Effective training
C – Challenging course
H – Happy moments with friends in the class

-Ivy Coney A Gamatero, Philippines

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