

COURSE DURATION

Weekends

**TEACHING AND LEARNING HOURS -
92HRS**



COURSE FEE

The course fee is only **Rs. 20,000/=** per person

Application closing date: **28th Feb 2017**

Date of commencement: Mid March

Applications Available at;

<http://www.cmb.ac.lk/academic/arts/Geo/compcourse.html>

COURSE MEDIUM

**Sinhala, Tamil &
English**



INQUIRIES

Information can be obtained from the
Department website given below;
<http://www.cmb.ac.lk/academic/arts/Geo>

More Information:

D.K.C. Mahakumarage/ M.A.Samanmali
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Certificate Course in
**Computer
Applications**

DEPARTMENT OF GEOGRAPHY

AND

COMPUTER TEACHING UNIT

UNIVERSITY OF COLOMBO

INTRODUCTION

Computers are transforming the ways we work and play, from the living room to the office and being used with increased frequency and success in schools, universities, industry and other work places.

The **Department of Geography**, Faculty of Arts is one of the pioneers in this discipline in the University of Colombo, since the Department has offered courses in Computer Applications for undergraduates in the Faculty of Arts from year 2000 onwards.

This course provides an overview of computer applications (word processing, spreadsheets, databases and multimedia presentations). Students will also be able to investigate Internet based applications, work with email and learn how to browse the web. Coursework includes hands on practical sessions and this hands-on approach paves the way for a smooth transition to the workforce and the students can leave with the knowledge, skills and passion to succeed in any number of computing careers.

TARGET GROUP

University Students, Government and Non-Government Employees, School Leavers and those who want to Manage ICT skills more effectively.

COURSE CONTENT

- Introduction to Computer & Information Technology
- Word Processing Applications
- Spreadsheet Applications
- Presentation Applications
- Database Applications
- Graphic Design and Image Editing Applications
- Internet & World Wide Web
- Introduction of Open Source Software
- Google Map and Navigation



COURSE STRUCTURE

This course will consist of and integrated mix lectures and laboratory exercises using following software

Microsoft office

Adobe Photoshop

Open Source Software

VENUE

Laboratory

Department of Geography / Computer Teaching Unit (CTU)

Faculty of Arts

University of Colombo

NO. OF PARTICIPANTS

As individual attention is imperative to preserve the quality of course, **only 30** participants will be admitted.

DEVELOP YOUR IT SKILLS
AND
JOIN WITH A WORLD VILLAGE

