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Website : www.citcchandigarh.com

Course Syllabus: Advance Diploma in Multimedia & Applications

Batch Name: ADMA

Eligibility: 10th

Course Start: 1st of Every Month

Course Duration: 350 Hours

Courses / Modules Paper

Module 1:

Paper 1	Paper 2
Fundamentals, MS-Office, Internet (Digital Services)	Corel Draw, Photoshop

Module 2:

Paper 1
Multimedia

Module 1:

Paper 1: Fundamentals, MS-Office, Internet (Digital Services)

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- 1.2 Block Diagram of Computer
- 1.3 Classification of Computer
- 1.4 Characteristics of computer
- 1.5 Generations of Computer
- 1.6 Uses of Computer
- 1.7 Input Devices
- 1.8 Output Devices
- 1.9 Computer Memory
- 1.10 Computer Hardware
- 1.11 Computer Software
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- 2.2 types of Number Systems
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- 3.6 Changing Screen Resolution
- 3.7 Changing Data/Time
- 3.8 Making Empty Recycle Bin
- 3.9 Restoring Deleted File
- 3.10 Hard Drives
- 3.11 File and Folder Views
- 3.12 Copying File and Folder
- 3.13 Opening a File and Folder
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- 3.15 Renaming File and Folder
- 3.16 Working with Calculator
- 3.17 Working with Paint
- 3.18 Working with Notepad
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- 6.4 Window
- 6.5 Macro

Microsoft Excel

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- 7.2 History of Excel

- 7.3 Uses of MS Excel
- 7.4 Important Components of Excel
- 7.5 Excel Window Overview
- 7.6 Font
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- 7.8 Clip Board
- 7.9 Number Formatting
- 7.10 Conditional Formatting
- 7.11 Format as Table
- 7.12 Cell Styles
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8: MS Excel: Data

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- 8.2 Sort and Filter
- 8.3 Data Tools

9: MS Excel: Insert

- 9.1 Tables
- 9.2 Illustrations
- 9.3 Charts
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- 9.6 Text Group

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- 10.2 Page Setup
- 10.3 Scale to Fit
- 10.4 Sheet Options
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11: MS Excel: Review

- 11.1 Proofing
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Microsoft Power Point

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- 20.7 Creating MS Access Database
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- 22.2 Create Select Query
- 22.3 Query Criteria
- 22.4 Action Queries
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- 26.3 Types of Bound Forms
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- 26.4 Creating Forms
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 - ODBC Database
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 - ODBC Database
 - XML Files
 - Text Files

Paper 2: Photoshop, Corel Draw

Photoshop

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- 1.1 Introduction
- 1.2 Navigating Photoshop
- 1.3 Menus and Panels
- 1.4 Opening new file
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2: Getting started with Photoshop

- 2.1 Exploring the Toolbcx
- 2.2 Application Bar and option Bar
- 2.3 Exploring panels and menus
- 2.4 Creating and Viewing a new document
- 2.5 Customizing the interface
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3: Working with Images

- 3.1 Zooming and panning Images
- 3.2 Working with Multiple images
- 3.3 Undoing steps with history
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- 3.5 The new Master page
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- 3.7 Auto-Blend and Auto-Align Layers Command
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- 4.1 Understanding Pixels and resolution
- 4.2 The Image size Command
- 4.3 Interpolation Option
- 4.4 Resizing for print and web
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- 4.6 Adjusting Canvas size and canvas rotation

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- 5.2 Using Magic Wand and Free Transform Tool
- 5.3 Selection with Regular and Polygonal Lasso Tool
- 5.4 Combining selection
- 5.5 Using Magnetic Lasso tool
- 5.6 Using Quick Selection tool and Refine Edge
- 5.7 Modifying Selections

6: Getting Started with Layers

- 6.1 Understanding the Background Layer
- 6.2 Creating, Selecting, Linking and Deleting the Layers
- 6.3 Locking and Merging Layers
- 6.4 Copying Layers, Using Perspective and Layer Styles
- 6.5 Filling and Grouping Layers
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- 6.7 Blending Modes, Opacity and Fill
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7: Printing in Photoshop

- 7.1 Using the Brush tool
- 7.2 Working with Color and Swatches
- 7.3 Creating and using Gradients
- 7.4 Creating and working with Brushes
- 7.5 Pencil and Eraser Tools
- 7.6 Painting with Selection

8: Photo Retouching

- 8.1 The Red Eye Tool
- 8.2 The Clone Stamp Tool
- 8.3 The Patch Tool & Healing Brush Tool
- 8.4 The Spot Healing Brush Tool
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9: Color Correction

- 9.1 Color Spaces and Color Modes
- 9.2 The Variation Command
- 9.3 Auto Commands
- 9.4 Adjusting Levels
- 9.5 Adjust Curves, Non Destructively with Adjustment Layers

10: Using Quick Mask Mode

- 10.1 Quick Mask Option
- 10.2 Painting a Selection
- 10.3 Saving and Removing a Selection from Background

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- 11.1 Understanding Paths and Pen Tool
- 11.2 Creating Straight and Curve Paths
- 11.3 Creating Combo Paths
- 11.4 Creating Clipping Paths

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- 11.1 Getting Started With Photoshop Filters
- 11.2 Smart Filters
- 11.3 Creating Text Effects
- 11.4 Applying Gradient to Text

Corel Draw

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- 1.1 Introduction to Corel Draw
- 1.2 Features of Corel Draw
- 1.3 Corel Draw Interface
- 1.4 Toolbox
- 1.5 Common Tasks
- 1.6 Setting up a Page in Corel Draw
- 1.7 Creating Drawings/Pages

2: Drawing and Coloring

- 2.1 Starting and Opening Drawings
- 2.2 Selecting Objects
- 2.3 Creating Basic Shapes
- 2.4 Reshaping Objects
- 2.5 Applying Color Fills and Outlines
- 2.6 Saving Drawings
- 2.7 Backing-up and Recovering Files
- 2.8 Choosing Colors
- 2.9 Creating Custom Color Palettes

3: Working with Lines, Outlines and Brush Strokes

- 3.1 Drawing Lines
- 3.2 Formatting Lines and Outlines
- 3.3 Closing Multiple Line Segment
- 3.4 Applying Brush Strokes
- 3.5 Spraying Objects along a Line
- 3.6 Drawing Flow and Dimension Lines

4: Drawing Shapes

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- 4.2 Drawing Ellipses, Circles and Arcs
- 4.3 Drawing Polygons and Stars
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- 4.6 Drawing Pre-defined Shapes
- 4.7 Drawing Using Shape Recognition

5: Working With Objects

- 5.1 Selecting Objects
- 5.2 Copy, Duplicate, and Deleting Objects

- 5.3 Copying Object Properties and Effects
- 5.4 Positioning Objects
- 5.5 Aligning and Distributing Objects
- 5.6 Changing the Order of Objects
- 5.7 Rotating and Mirroring Objects
- 5.8 Grouping Objects
- 5.9 Combining Objects

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- 6.2 Using Symbols in Drawings
- 6.3 Managing Collections and Libraries
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- 7.1 Applying Uniform Fills
- 7.2 Applying Fountain Fills
- 7.3 Applying Pattern Fills
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8: Applying Effects

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- 8.4 Lens Effects Transparency
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- 9.2 Choosing a Page Background
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- 9.4 Using Rulers
- 9.5 Setting the Grids
- 9.6 Setting up Guidelines
- 9.7 Setting the Drawing Scale

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- 10.2 Changing the Appearance of Text
- 10.3 Text Tool
- 10.4 Artistic and Paragraph Text
- 10.5 Embedding Objects into Text
- 10.6 Wrapping Text around Object
- 10.7 Linking Text to Objects
- 10.8 Aligning and Spacing Text
- 10.9 Shifting and Rotating Text

11: Working with Bitmaps

- 11.1 Converting Vector Graphics to Bitmaps
- 11.2 Adding Bitmaps
- 11.3 Cropping and Editing Bitmaps
- 11.4 Applying Special Effects to Bitmaps
- 11.5 Applying Color and Tone Effects
- 11.6 Removing Dust and Scratch Mark

12: Publishing to Web

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- 12.2 Publishing to HTML

13: Publishing to PDF

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- 13.2 Reducing PDF File Size
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14: Web Resources

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Module 2:

Paper 1: Multimedia

1: Introduction to Multimedia

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 - Components of Multimedia
- 1.2 Multimedia and Hypermedia
- 1.3 World Wide Web
- 1.4 Overview of Multimedia Software tools
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 - Digital Audio
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 - Video Editing

2: Multimedia Authoring and Tools

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 - Multimedia Production
 - Multimedia Presentation
 - Automatic Authoring
- 2.2 Useful Editing and Authoring Tools
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 - Macromedia Director
 - Macromedia Flash
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- 2.3 VRML
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 - Animation & Interaction
 - VRML Specifics

3: Graphics and Image Data Representation

- 3.1 Graphics / Image Data Types
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 - 8- Bit Grey Level Images
 - Image Data Types
 - 24- Bit Color Images
 - 8-Bit Color Images
- 3.2 Popular File Formats

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- 4.1 Color Science
- 4.2 Color Model in Images
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 - CMY Color Model
 - CMYK System
 - Transformation from RGB to CMY
- 4.3 Color Models in Videos
 - Video Color Transforms
 - YUV Color Model
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5: Fundamental Concepts in Video

- 5.1 Types of Video Signals
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 - Composite Video
 - S-Video
- 5.2 Analog Video
 - NTSC Video
 - PAL Video
 - SECAM Video
- 5.3 Digital Video
 - Chroma Sub Sampling
 - CCIR Standards for Digital Videos
 - High Definitions TV(HD TV)

6: Basics of Digital Audio

- 6.1 Digitization of Sound
 - What is Sound
 - Digitization
 - Nyquist Theorem
 - SNRSQNR Linear and Non-Linear Quantization
 - Audio Filtering
- 6.2 MIDI
 - MIDI Overview
 - Hardware Aspects of MIDI
 - Structure of MIDI Messages
- 6.3 Quantization and Transmission of Audio

7: Multimedia Data Compression

- 7.1 Lossless Expression and Algorithm
- 7.2 Lossy Compression Algorithms
- 7.3 Image Compression Standards
- 7.4 Basic Media Compression Techniques
- 7.5 Basic Audio Compression Techniques
- 7.6 MPEG Audio Compression