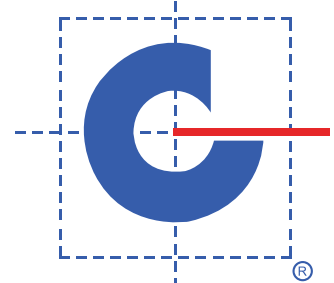


# Jatiya Yuva Computer Prashikshan Kendra

( Regd. under Govt. of India || ISO 9001:2015 Certified )

PROSPECTUS

JAS-ANZ



ISO 9001 : 2015  
CERTIFIED

## CERTIFICATION AND DIPLOMA COURSES ON

Office Management, DTP, TALLY,  
Hardware & Networking, Multimedia,  
Computer Programming Languages,  
Information Technology, Auto Cad,  
Photoshop, Financial Accounting,  
Teachers Training, Animation, Data  
Entry & Many more.

A Programme For Developing Skills On  
Information Technology

# WELCOME TO

## Jatiya Yuva Computer Prashikshan Kendra

Jatiya Yuva Computer Prashikshan Kendra (JYCPK) has taken up an initiative for developing skills and literacy on Information technology & Computer Education to digitalize the people for connecting with the Universe. JYCPK is established with the intention of changing the landscape of human development especially in the computer education profession. As an organization, we are acutely aware that education is an important part of a person's life for without education, one cannot grow and without growth, there is no sense of satisfaction in life. Therefore, JYCPK encourages all students to excel in whatever challenges set for them and we hope all JYCPK students learn with a deep sense of personal achievement. We fully support every student's endeavors and assist in achieving their success. We truly believe our success lies with the students' success.

## About JYCPK

Jatiya Yuva Computer Prashikshan Kendra is registered as an Autonomous body under Govt. of West Bengal based on Central Govt. TR Act, 1882, Govt. of India (Reg. No : IV-19034472). JYCPK is an ISO 9001:2015 Certified Organization by Joint Accreditation body of Australia & New Zealand (JAS-ANZ) for Quality Management System (Certificate No : QMS15/DRS16/34U02). The organization is also registered under MHRD (CR Act), Govt. of India (10635/2016-CO/L); N.C.T Delhi Labor Department, Govt. of India (Registration No: 2016047786).

In the era of Digital India programmed, Jatiya Yuva Computer Prashikshan Kendra has set up a vision to transform India into digitally empowered society and knowledge economy through Computer literacy. JYCPK motto is to spread the computer education in every corner of India and reach out to every citizen of India by delivering high quality technical education.

## Mission of JYCPK

- To provide Computer literacy at each corner of the country.
- To present a bright future to the aspiring students to meet their dreams.
- To help talented, dynamic and deserving students who are financially poor with Scholarships & stipends.
- To assist deserving students for job opportunities.
- To deliver quality education and provide proper educational environment for the students.
- Motivate the students to be self-dependent by learning technical education and earn their own livings.
- To abolish the curse of computer illiteracy from the society.

## President's Desk

I would like to bid a warm welcome to the world of JYCPK, the premier organization for computer education and also congratulate you for stepping ahead in the field of Information Technology to digitalize India. I sincerely welcome those people who aspire to pursue studies, to educate or to innovate in the field of Information Technology to join us. The Education development is a long-term commitment & Information technology is playing a vital role in our day-to-day life. The organization aspires to be a center of excellence in teaching computer education at all levels, expanding and diversifying the pool of qualified individuals in the computing profession.

Our future depends on the actions that we take right now and in today's world, the time is demanding from us to move forward with the rapid changes and it is only possible by the IT industries. The Indian IT sector is growing drastically for the last few years and the whole world can understand the power of the Indian talent, Intelligent & enthusiastic IT professionals. We believe in "IT + IT = IT i.e. Indian Talent + Information Technology = India Tomorrow" a famous quote by our PM. JYCPK will always deliver high quality education, proper environment and dedication efforts towards all our associates.

Gear up Guys ! Move forward with the pace of the information Technology, achieve your goals, fulfill your dreams and make a better tomorrow.

I look forward to a bright educational career for you and wish you a bright future & success in every steps of your life.

Cheers !!!  
Thanks & Regards !  
D. Ghosh

(B.Tech in CSE || IT Professional)

## Why JYCPK

JYCPK has bunch of benefits for Franchises as well as to Students. We encourage the Franchises and students to steps forward and join with us to get all the facilities and feel the differences with others.

### Franchise Benefits:

- No Franchise Fees. ➤ No Royalty Fees. ➤ No Inspection Fees. ➤ No Hidden Fees. ➤ Only Registration Fees.
- Authorization legal agreement paper and Franchise Certification.
- Information Broucher& Student Registration form.
- Provides online login account for maintaining records of the students in our website.
- Flex banner Advertisement. ➤ Online/On call Support. ➤ Legally Supported Documents. ➤ SMS/Email/Media Marketing support. ➤ Online Exam conduct/Result verification for the students. ➤ All India Valid Certificates.
- High quality course materials, question papers and as per IT Industries course structure.
- Training Support for your Faculty and marketing team. ➤ Placement assistance for the Students.
- Guest lecture arrangement by best faculties for the Institute.

### Student Benefits:

- High quality course oriented Study materials. ➤ Globally accepted Certificate after completing the course.
- Online and Offline exam facility at your Study centre. ➤ Online verification of Student Registration.
- Result Verification Through Online. ➤ Live Project experience opportunity.
- Placement assistance from the organization.

## Facilities available at JYCPK

**LAB Facilities:** The labs are well designed to provide a convenient environment for learning. The labs are equipped with a wide range of Computers. The computers are interconnected through Local Area Network (LAN).

**Faculty:** Our expert & experienced faculties are hired from the industry. They are young & friendly and the students can expect to benefit from their focus on relating theoretical issues to their business applications.

**Guest Lecturer:** JYCPK will provide guest lectureship to all the associated Franchises with the high-class trained faculty.

**Study Materials:** The students are given study materials, which are designed to benefit the students not only during the course but also as a reference tool in their future career.

**Students Feedback:** Feedback sheets are circulated to the participating students after the end of each topic, providing an opportunity for the students to comment on the teaching or the contents of that topic.

**Examination / Evaluation Process:** After the end of each topic a theoretical & a practical exam is held on each subject. Judging by the performances of these examinations the final grades are awarded at the end of the course.

**Final Certificate:** A certificate will be issued on successful completion of training.

# Franchise Registration Process

To get registered with us you need to fill up the "Franchise Application Form" or you can apply online through our website from "Apply Online for Franchise" screen. All the mandatory information i.e. Centre Name, Centre Address, Contact Details etc. should be filled up clearly and correctly. Offline filled up Franchise form needs to hand over to the authorized JYCPK person or send by post to JYCPK Head office address. After verifying the application form, JYCPK Head office will register the Centre/Franchise name in the JYCPK official website.

Go to "Franchise Corner" tab

Download "Franchise Application Form" **Or** Click on "Apply Online for Franchise"

Fill up the Application Form

Send the Filled up Application form by Post **Or** Submit the Application form Online

Pay Registration Fees by Demand Draft (DD) **Or** SMS/Email the Transaction details of the Online Payment

Application Verification done by JYCPK Head Office

Approved by JYCPK Head Office

Centre/Franchise Name enlisted under 'Authorized Centre List' Page of JYCPK Website and Login Credentials will be sent to register Email Id

Authorized Agreement Paper & Franchise Certificate will be sent to Centre/Franchise

# Student Admission Process

To get registered with us the student needs to visit the nearest JYCPK authorized centre. The student will fill up their 'Student Admission Form' and enclose-1 Passport size & 1 stamp size color photograph and Xerox of last education qualification document(s). The Authorized centre will fill up the Admission form online on behalf of the student and after verifying the admission form, JYCPK Head Office will provide unique Registration ID to every student. Student will be able to verify their registration details online from 'Student Corner --> Student Registration Verification' screen by providing their unique Registration ID & Date of Birth.

Walk to Nearest Authorized Centre



Fill up the Student Admission Form



Enclose below items with the Admission Form:

- 1 ) 1 Passport size & 1 Stamp Size color Photograph.
- 2 ) Xerox of last Education Qualification
- 3 ) ST/SC/Handicapped Certificate for Fee Relaxation(If Any)



Authorized Centre will fill up Admission Form in the JYCPK website



Authorized Centre will pay the Registration fees



Student Name got enlisted & Unique Enrollment Id got generated



Student Registered



# Examination Procedure

- JYCPK has the facility of online and off-line examination system.
- The pattern of the examination will be objective & Theory type.
- Dates of examination, timing/session will be announced in the JYCPK website periodically and notification will be sent to the authorized centre.

**N.B: The Registered students can apply for examination at authorized centre after completion of opted course.**

## Result Publication

All the registered students will be able to see their results online by providing their details i.e. Unique Registration ID & Date of Birth in JYCPK website after successfully completing their courses.

| Scale  | Letter Grade | Performance Indicators |
|--------|--------------|------------------------|
| 90-100 | A++          | Outstanding            |
| 80-89  | A+           | Excellent              |
| 70-79  | A            | Very Good              |
| 60-69  | B+           | Good                   |
| 50-59  | B            | Average                |
| 40-49  | C            | Fair                   |
| 39-0   | F            | Fail                   |

## Re-Examination Procedure

- A student has to secure at least 40 % marks in each subject/topic/module to qualify the final examination.
- The student who will not be able to clear the final examination in one attempt he/she has to pay additional Rs. 200/- as re-examination fees.
- All the students will be given three attempts to clear their examination. If a student can not clear the examination in three attempts he/she will have to go through the complete registration procedure to get re-admission.

## Centre Transfer

A student can apply for transferring the Authorized centre. She/he has to send an application mentioning the reason for transfer and from which centre he/she wants to transfer to which centre to the current authorized centre. The authorized centre will contact to the JYCPK head office for further procedure.

## Recognition

- Registered as an Autonomous body under Govt. of West Bengal based on Central Govt. TR Act, 1882, Govt. of India
- An ISO 9001:2015 Certified Organization by Joint Accreditation body of JAS-ANZ
- Registered Under MHRD (CR Act), Govt. of India
- Registered under N.C.T Delhi Labor Department, Govt. of India
- Registered under Trade Mark Registry Act, 1999, Govt. of India.
- Enlisted under Computer Society of India
- Registered under NPS-Planning commission, Govt. of India.

## Courses

Considering the requirements of the aspirants, all the courses have been classified into (i) Information Technology, (ii) Desktop Publishing, (iii) Hardware & Networking, (iv) Graphics & Multimedia, (v) Programming Skills Development and (vi) Finance & Accounting. The certificate & Diploma courses are designed for beginners as well as for the professional level with very nominal cost so that every citizen can afford easily and effectly.

## Information Technology

| Course Code | Course Name  | Duration | Course Details  |
|-------------|--|----------|---|
| JYCPK-01    | <b>Certification on Basic Computer Application(CBCA)</b> | 3 Months | Fundamentals of Computer Application<br>Basic Concept on Computer Hardware<br>Basic Concept on Operating System<br>Notepad<br>WordPad<br>Paint<br>MS. Word 2007/2010/2013 |

|          |   |           |   |
|----------|---|-----------|---|
| JYCPK-02 | <b>Certification on Office Management(COM)</b>      | 6 Months  | Fundamentals of Computer Application<br>Basic Concept on Computer Hardware<br>Disk Operating System<br>Basic Concept on Operating System<br>Notepad<br>WordPad<br>Paint<br>MS. Word 2007/2010/2013<br>MS. Excel 2007/2010/2013<br>MS. Power Point 2007/2010/2013<br>Internet  |
| JYCPK-03 | <b>Diploma on Adv. Office Management(DAOM)</b>      | 12 Months | Fundamentals of Computer Application<br>Basic Concept on Computer Hardware<br>Disk Operating System<br>Basic Concept on Operating System<br>Notepad<br>WordPad<br>Paint<br>MS. Word 2007/2010/2013<br>MS. Excel 2007/2010/2013<br>MS. Power Point 2007/2010/2013<br>MS. Access<br>MS. Publisher<br>MS Outlook<br>Internet               |
| JYCPK-04 | <b>Certification on Information Technology(CIT)</b> | 6 Months  | Fundamentals of Computer Application<br>Concept on Computer Hardware<br>Concept on Binary Number System<br>Concept on Operating System<br>Notepad<br>WordPad<br>Paint<br>MS. Word 2007/2010/2013<br>MS. Excel 2007/2010/2013<br>MS. Power Point 2007/2010/2013<br>Programming Language C<br>Internet                                    |
| JYCPK-05 | <b>Diploma on Information Technology(DIT)</b>       | 12 Months | Fundamentals of Computer Application<br>Concept on Computer Hardware<br>Concept on Binary Number System<br>Disk Operating System<br>Concept on Operating System<br>Notepad<br>WordPad<br>Paint<br>MS. Word 2007/2010/2013<br>MS. Excel 2007/2010/2013<br>MS. Power Point 2007/2010/2013<br>Basic Programming Skills( C,C++)<br>Internet |



# Desktop Publishing

|          |  |           |   |
|----------|--|-----------|---|
| JYCPK-06 | <b>Certification on Desktop Publishing(CDTP)</b> | 6 Months  | Fundamentals of Computer Application<br>Concept on Computer Hardware<br>Operating System (Dos,Win XP,7/8)<br>MS. Word<br>MS. Excel<br>Adobe PageMaker<br>Bengali Word   |
| JYCPK-07 | <b>Diploma on Adv. Desktop Publishing(DADTP)</b> | 12 Months | Fundamentals of Computer Application,<br>Operating System (Dos, Win XP, 7/8)<br>Concept on Computer Hardware<br>M.S Word<br>MS. Excel<br>M.S PowerPoint 2007/2010/2013<br>M.S Access<br>Adobe PageMaker.<br>Photoshop.<br>CorelDraw.          |
| JYCPK-08 | <b>Certification on TALLY (CTALLY)</b>           | 3 Months  | Basic of Accountancy<br>Fundamental of Tally.ERP 9<br>Processing Basic and Advanced<br>Transactions in Tally.ERP 9 (up to Finalization)<br>Value Added Tax<br>Central Sales Tax<br>Tax Deducted At Source<br>Service Tax                      |
| JYCPK-09 | <b>Certification on Adv. TALLY(CATALLY)</b>      | 6 Months  | Basic of Accountancy<br>Fundamental of Tally.ERP 9<br>Processing Basic and Advanced<br>Transactions in Tally.ERP 9 (up to Finalization)<br>Value Added Tax<br>Central Sales Tax<br>Tax Deducted At Source<br>Service Tax<br>Excise<br>Payroll |

## Hardware and Networking

|          |  |          |   |
|----------|--|----------|---|
| JYCPK-10 | <b>Certification on Hardware Engineering(CHE)</b>                | 3 Months | <p>Basic concept on Digital Electronics</p> <p>Basic concept on Microprocessor</p> <p>Basic concept on Binary Number System</p> <p>Assembling ,Disassembling &amp; Maintenance</p> <p>Software Installation and uninstallation</p> <p>Installation of Operating System - Demo</p> <p>Interface Hardware with Software</p> <p>How to Backup and Restore</p> <p>Troubleshooting</p> <p>Up gradation Of Computers.</p> <p>Basic Concept on Motherboard,Processor,RAM,ROM,Hard disk</p> <p>Input &amp; display devices</p> <p>Adapter cards</p> <p>Ports</p> <p>Cables</p> <p>Cooling systems</p>   |
| JYCPK-11 | <b>Certification on Network Engineering(CNE)</b>                 | 3 Months | <p>Network Fundamentals</p> <p>Types Of Network</p> <p>Interconnection</p> <p>Network Topology</p> <p>Protocol</p> <p>OSI Layers</p> <p>TCP/IP Model</p> <p>Network Interconnection/Internet</p> <p>Internet Protocol(IP)</p>   |
| JYCPK-12 | <b>Certification on Hardware &amp; Network Engineering(CHNE)</b> | 6 Months | <p>Basic concept on Digital Electronics</p> <p>Basic concept on Microprocessor</p> <p>Basic concept on Binary Number System</p> <p>Assembling ,Disassembling &amp; Maintenance</p> <p>Software Installation and uninstallation</p> <p>Installation of Operating System - Demo</p> <p>Interface Hardware with Software</p> <p>How to Backup and Restore</p> <p>Troubleshooting</p> <p>Up gradation Of Computers.</p> <p>Basic Concept on Motherboard,Processor,RAM,ROM,Hard disk</p> <p>Input &amp; display devices , Adapter cards</p> <p>Ports , Cables, Coolin, Network Fundamentals, Types Of Network, Interconnection, Network Topology, Protocols, OSI Layers, TCP/IP Model, Network Interconnection/Internet, Internet Protocol(IP)</p> |

# Graphics Design & Multimedia

|          |  |           |   |
|----------|--|-----------|---|
| JYCPK-13 | <b>Certification on Multimedia/Animation(CM/CA)</b>      | 12 Months | Multimedia Overview<br>Introduction to Hyper Studio<br>Instructional Design<br>Screen Design<br>Use of Sound<br>Internet Resources<br>Hyper Studio Tips and Tricks<br>Multimedia Portfolios<br>Advanced Button Features<br>Incorporating Digital Media                      |
| JYCPK-14 | <b>Certification on Auto Cad and 3D Graphics(CAC3DG)</b> | 3 Months  | Introduction to AutoCad<br>Configuring Auto CAD Software<br>AutoCAD's User Interface<br>Drawing Lines Using Cartesian Coordinates<br>Layers<br>Circles and Arcs<br>Object Snap<br>Controlling the Drawing<br>Drawing Lines Using Polar Coordinates                          |
| JYCPK-15 | <b>Certification on Photoshop(CP)</b>                    | 6 Months  | Getting Started<br>Interface Layout<br>Palettes<br>Toolbox<br>Selection Tools<br>Alteration Tools<br>Drawing and Selection Tools<br>Assisting Tools<br>Color Boxes and Modes<br>Basic Image Editing<br>Cropping<br>Resizing<br>Correcting<br>Sharpening/Softening<br>Saving |
| JYCPK-16 | <b>Certification on Video Editing(CVE)</b>               | 6 Months  | Introduction / Description of Course & System requirements<br>Principles of Video Editing<br>Setting Up for Editing<br>Non-Linear Editing (NLE)<br>Concept<br>The Three-Point Edit<br>Working in the Timeline   |

# Programming Skills Development

|          |  |           |   |
|----------|--|-----------|---|
| JYCPK-17 | <b>Certification on 'C' Programming(CC)</b>    | 12 Months | Introduction to C Programming<br>Variables and Keywords<br>Constants<br>Data Types<br>Operators<br>Looping Statements<br>Functions<br>Storage Classes<br>Array<br>Structure<br>Pointer<br>Union<br>Files  |
| JYCPK-18 | <b>Certification on 'C++' Programming(CCP)</b> | 12 Months | Introduction to C++ Programming<br>Functions<br>Object and Classes<br>Arrays and string arrays<br>fundamentals<br>Operator overloading<br>Inheritance<br>Pointer<br>Virtual Function<br>Streams and Files<br>Templates and Exceptions<br>Standard Template Library<br>Term work / Practical   |
| JYCPK-19 | <b>Certification on Core JAVA (CJAVA)</b>      | 12 Months | Introduction<br>The Java Environment<br>Basic Language Elements<br>Object Oriented Programming<br>Extending Classes and Inheritance<br>Package<br>Exception Handling<br>Array & String<br>Thread<br>A Collection of Useful Classes<br>GUI Programming<br>Event Handling<br>Database Programming using JDBC<br>Java Server Technologies<br>Servlet |

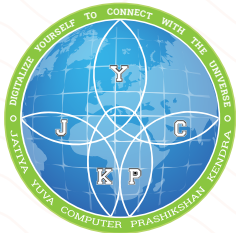
|          |  |           |   |
|----------|--|-----------|---|
| JYCPK-20 | <b>Certification on Visual Basic (VB)(CVB)</b> | 12 Months | <p>Introduction to Visual Basic</p> <p>Introduction to VB Controls</p> <p>Variables, Constants, and Calculations</p> <p>Decision &amp; Conditions</p> <p>Menus, Sub-Procedures and Sub-functions</p> <p>Multiple Forms</p> <p>List, Loops and Printing</p> <p>Arrays</p> <p>OOP in VB</p> <p>Data Files</p> <p>Accessing Database File</p> <p>Data handling</p>   |
| JYCPK-21 | <b>Certification on .NET (C.NET)</b>           | 12 Months | <p>Introductions</p> <p>.NET Overview</p> <p>Classes and Objects</p> <p>C# - Types</p> <p>C# - Events, Properties, and Methods</p> <p>C# - Flow Control and Exceptions</p> <p>C# and the CLR</p> <p>C# and Generics</p> <p>C# and the DLR</p> <p>Object Oriented Programming with C#</p> <p>Functional Programming with C#</p> <p>Exploring the .NET Framework</p> <p>Windows Form</p> <p>ADO.NET</p> <p>ASP.NET</p> <p>ASP.NET Working With Data</p> <p>Entity Framework</p> |
| JYCPK-22 | <b>Certification on PHP (CPHP)</b>             | 12 Months | <p>Introduction to PHP</p> <p>Handling Html Form With Php</p> <p>Decisions and loop</p> <p>Function</p> <p>String</p> <p>Array</p> <p>Working with file and Directories</p> <p>Mini Project (With file Handling)</p> <p>State management</p> <p>String matching with regular expression</p>   |



|          |  |           |  |
|----------|--|-----------|--|
| JYCPK-23 | <b>Certification on HTML (CHTML)</b>         | 6 Months  | Introduction<br>Html Documents<br>Structural Elements Of Html Documents<br>Formatting Html Documents<br>Managing Images In Html<br>Tables In Html Documents<br>Hypertext And Link In Html Documents<br>Special Effects In Html Documents<br>Multimedia<br>Managing Forms |
| JYCPK-24 | <b>Certification on MySQL (CMySQL)</b>       | 12 Months | Relational Database Basics<br>Data Manipulation Language (DML)<br>Data Definition Language (DDL)<br>Sub-Queries, Joins and Unions with MySQL<br>Constraints and Normalization<br>Live Project  |
| JYCPK-25 | <b>Certification on Web Technology (CWT)</b> | 12 Months | Internet and WWW<br>HTML and Graphics<br>Java Script, XML , PHP, MySQL   |

## Finance and Accounting

|          |   |           |  |
|----------|---|-----------|--|
| JYCPK-26 | <b>Certification on Computer Teachers Training (CCTT)</b> | 18 Months | Computer Programming (C,C++,Java, HTML & DHTML)<br>Computer Accounting (Tally)<br>DTP, Photoshop, CorelDRAW<br>Computer Networking   |
| JYCPK-27 | <b>Certification on Financial Accounting (CFA)</b>        | 6 Months  | Fundamentals Of Computer.<br>Operating System (Dos, Win XP, 7/8)<br>M.S office (WORD, EXCEL,) Tally, Fact., Project  |
| JYCPK-28 | <b>Certification on DATA Entry (CDE)</b>                  | 3 Months  | Basics of Computer<br>Operating System<br>Basics of Word Processing<br>Formatting Documents<br>Mail Merge, Basics of Spreadsheet<br>Formatting Worksheets<br>Formulas, Functions and Charts<br>Creating Presentation<br>Introduction to Internet |



Certificate. No. \_\_\_\_\_

## Jatiya Yuva Computer Prashikshan Kendra

( Regd. under Govt. of India || ISO 9001:2015 Certified )

A Programme For Developing Skills On Information Technology



*The Certificate is awarded to*

Prosenjit Kr. Sharma ,

*S/O:* Rajesh Kr. Sharma ,

*who has successfully completed the course*

Certification on Office Management (COM)

*of duration* 6 Months *conducted in the year/session* 2016

*and obtained the grade* A++ .

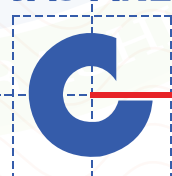
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Centre Name : Jatiya Yuva Computer Prashikshan Kendra Sutra

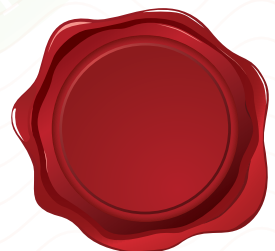
Issue Date : 24-Oct-2016

.....  
*President*

JAS-ANZ



ISO 9001 : 2015  
CERTIFIED



### EXPLANATION OF GRADE

\* 90% & Above 'A++' Grade \* 80% & Above 'A+' Grade \* 70% & Above 'A' Grade\*  
\* 60% & Above 'B+' Grade \* 50% & Above 'B' Grade \* 40% & Above 'C' Grade\* Under 40% 'F' Grade\*

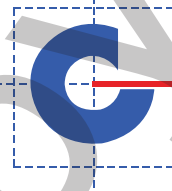


# Jatiya Yuva Computer Prashikshan Kendra

( Regd. under Govt. of India || ISO 9001:2015 Certified )

A Programme For Developing Skills On Information Technology

JAS-ANZ



ISO 9001 : 2015  
CERTIFIED

## Marksheet

|                       |              |  |
|-----------------------|--------------|--|
| Name of the Candidate |              | Course Name & Duration                             |
| Prosenjit Kr. Sharma  |              | Certification on Office Management(COM) - 6 Months |
| Registration Id       | Session/Year | Centre Name & Address                              |
| JYCPK0000006          | 2016         | Jatiya Yuva Computer Prashikshan Kendra Sutra      |

| SL No               | Subjects / Topics / Modules          | Max Marks | Marks Obtained | Grade |
|---------------------|--------------------------------------|-----------|----------------|-------|
| 1                   | Fundamentals of Computer Application | 10        | 10             | A++   |
| 2                   | Basic Concept on Computer Hardware   | 10        | 10             |       |
| 3                   | Disk Operating System                | 10        | 10             |       |
| 4                   | Basic Concept on Operating System    | 10        | 9              |       |
| 5                   | Notepad                              | 10        | 10             |       |
| 6                   | WordPad                              | 10        | 10             |       |
| 7                   | Paint                                | 10        | 9              |       |
| 8                   | MS. Word                             | 10        | 9              |       |
| 9                   | MS. Excel                            | 10        | 9              |       |
| 10                  | MS. Power Point                      | 10        | 9              |       |
| Grand Total / Grade |                                      | 100       | 95             | A++   |

Issue Date: 24-Oct-2016

Director

President

| Scale  | Letter Grade | Performance Indicators |
|--------|--------------|------------------------|
| 90-100 | A++          | Outstanding            |
| 80-89  | A+           | Excellent              |
| 70-79  | A            | Very Good              |
| 60-69  | B+           | Good                   |
| 50-59  | B            | Average                |
| 40-49  | C            | Fair                   |
| 39-0   | F            | Fail                   |

# Student Registration Verification

## Prosenjit Kr. Sharma



**Registration No. :** JYCPK00000006

**Centre Name :** Jatiya Yuva Computer Prashikshan Kendra Sutra

**Course Name :** Certification on Office Management(COM)

**City :** Chakdah

**State :** West Bengal

**Country :** India

**Admission Date :** 07/02/2016

## Student Result

## Prosenjit Kr. Sharma



**Registration No. :** JYCPK00000006

**Centre Name :** Jatiya Yuva Computer Prashikshan Kendra Sutra

**Course Name :** Certification on Office Management(COM)

**City :** Chakdah

**State :** West Bengal

**Country :** India

**Admission Date :** 07/02/2016

**Your Result : A++**

## Student ID Card

## Franchise Login



**Jatiya Yuva Computer Prashikshan Kendra**  
( Regd. under Govt. of India || ISO 9001:2015 Certified )  
A Programme For Developing Skills On Information Technology

### Student Identity Card

Name: Prosenjit Kr. Sharma

Father's Name: Rajesh Kr. Sharma

Course Name: Certificate of Office Management (COM)

Centre Name: Jatiya Yuva Computer Prashikshan Kendra Sutra

Reg.No: JYCPK00000006

Session/Year: 2016

Date: 24-Oct-2016



Signature of The Student

Director's Signature

Website: [www.jycpk.co.in](http://www.jycpk.co.in)

Email Id

Password

**LOGIN**



**Forgot Password?**

## Partner Login

Email Id

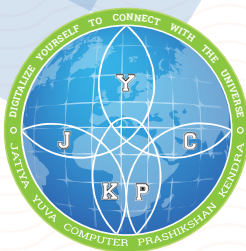
Password

**LOGIN**



**Forgot Password?**



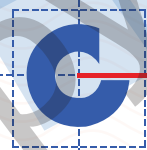


## Jatiya Yuva Computer Prashikshan Kendra

( Regd. under Govt. of India || ISO 9001:2015 Certified )

A Programme For Developing Skills On Information Technology

JAS-ANZ



ISO 9001 : 2015  
CERTIFIED

# Authorization

**Centre Name:** Jatiya Yuva Computer Prashikshan Kendra Sutra

**Centre Code:** JYCPK0001

**Authorised Courses:** All Courses

**Centre Address:** Sutra, Chakdaha, Nadia

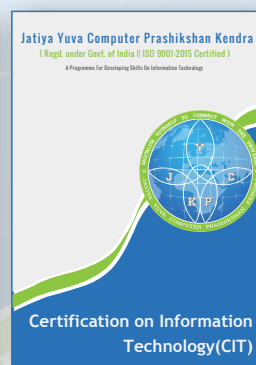
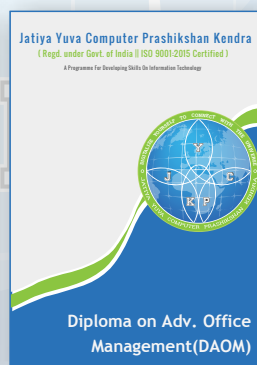
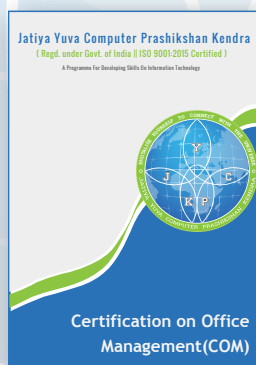
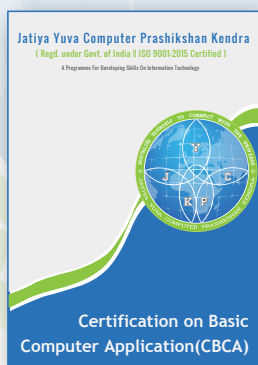
**Valid from:** 24-Oct-2016 **To:** 23-Oct-2017

**Issue Date:** 24-Oct-2016

*President's Signature:* .....


Address: Sutra Bazar, P.O : Gouripur, P.S : Chakdah, Dist. : Nadia, Pin No : 741222  
Mobile No: 9932333053/9674555875 | Website: [www.jycpk.co.in](http://www.jycpk.co.in) | E-Mail: [info@jycpk.co.in](mailto:info@jycpk.co.in)

## Our Books





# Recognition

  
Government of West Bengal  
Office of the A.R.A. - III KOLKATA, District: Kolkata  
W.B. FORM NO. 1504

|                     |  |                 |                    |
|---------------------|--|-----------------|--------------------|
| Query No / Year     | 19031000279957/2016                                    | Serial No/Year  | 1903007261/2016    |
| Transaction id      | 0001371899   | Date of Receipt | 26/07/2016 12:10PM |
| Deed No / Year      | IV - 190304472 / 2016                                  |                 |                    |
| Presentant Name     | Mr Debashis Ghosh                                      |                 |                    |
| Donor of Settlement | Jatiya Yuva Computer Prashikshan Kendra                |                 |                    |
| Donee of Settlement | Mr. Debashis Ghosh, Mr. Asim Ghosh, Smt. Arunima Ghosh |                 |                    |



Acknowledgement Slip  
(Date: 12/09/2016)

|                                       |  |
|---------------------------------------|--|
| Diary Number: 10635/2016-COIL         | Form Received: Online  |
| Copyright Reg. of: Literary/ Dramatic | Titled: Certification of Jatiya Yuva Computer Prashikshan Kendra |

| Communication Address                   |                                    |              |
|---|------------------------------------|--------------|
| Name                                    | Address                            | Phone Number |
| Jatiya Yuva Computer Prashikshan Kendra | Chakdah, Nadia, West Bengal-741222 |              |

  
Department of Labour  
Government of National Capital Territory of Delhi  
5- Shammath Marg, Delhi-110054  
Form C  
Registration Certificate of Establishment

Certificate No. : 2016047786  
Name of the establishment : Jatiya Yuva Computer Prashiksh  
Name of the Occupier/Employer : Debashis Ghosh S/o Samir Kumar Ghosh  
Postal address of the establishment : 76, Gulmohar Club Road  
Registration No. : 2016047786  
Category of Establishment : Commercial Establishment  
Nature Of Business : Institute

Date : 11/8/2016

It is hereby certified that the establishment as mentioned herein has been registered as a Commercial Establishment under Delhi Shops & Establishment Act, 1954, on this 11 day of August, 2016.

  
Certificate No. QMS15/DRS16/34U02

## Certificate of Registration

*This is to certify that the Quality Management System of*

### JATIYA YUVA COMPUTER PRASHIKSHAN KENDRA

Sutra Bazar, P.O : Gouripur, P.S : Chakdah, Nadia,  
Pin : 741222, West Bengal, India

*Has been successfully assessed & conforms with the following standard*

## ISO 9001:2015

*Scope of Certification*

\*Providing Educational Services Such as Information Technology, Computer Hardware & Software, Networking, Teachers Training, Different Vocational Trainings & Office Management\*

Initial Registration Date : 03-10-2016  
Surveillance 1 Audit Date : 03-09-2017  
Surveillance 2 Audit Date : 03-09-2018

Issue Date : 03-10-2016  
\*Expiry Date : 02-10-2019

\* Subject to successful completion of Surveillance Audits

  
www.jas-anz.org/register

  
International Accreditation Forum

  
DRS is Accredited by JAS-ANZ MEMBER

  
D.R. SHARMA  
MANAGING DIRECTOR

**DRS MANAGEMENT SYSTEM PVT. LTD.**  
(AN ISO CERTIFICATION BODY)  
Office: 216, DLF Centre Point, Sector-11, Mathura Road, Faridabad - 121006,  
E-mail : drmspi@gmail.com, info@drscertification.com  
For current validity /Authenticity of the Certificate, 1.visit on [www.jas-anz.org/register](http://www.jas-anz.org/register).  
In the search box, enter org. name, standard, accredited body i.e. drs, country name.  
2.visit on [www.drscertification.com/clientdetail.aspx](http://www.drscertification.com/clientdetail.aspx) in the search box,  
enter first 4 letters of organization Name Plus last 6 letters of certification No.

# PAN Card



**आयकर विभाग**  
**INCOME TAX DEPARTMENT**

**भारत सरकार**  
**GOVT. OF INDIA**

**JATIYA YUVA COMPUTER PRASHIKSHAN KENDRA**  
**26/07/2016**

Permanent Account Number  
**AACTJ4248H**

Signature



+91-9932333053  
+91-9674555875



info@jycpk.co.in



Sutra Bazar, P.O : Gouripur,  
P.S :Chakdah, Dist : Nadia,  
Pin No : 741222, West Bengal.



www.jycpk.co.in

# Jatiya Yuva Computer Prashikshan Kendra

( Regd. under Govt. of India || ISO 9001:2015 Certified )