



UNIVERSITY OF DAR ES SALAAM COMPUTING CENTRE



- We have modern and high-tech computer training facilities
- We have highly trained and qualified ICT Staff.
- We have competitive tuition fees, which make us the best choice **ICT Training Provider**

TRAINING SERVICES DODOMA BRANCH

| S/N | Course Title | Course Contents | Duration | Start Dates | Time | Tuition fee & Manuals |
|-----|--|--|-----------------------|--|---|-----------------------|
| 1 | Microcomputer Applications | <ul style="list-style-type: none"> ✓ Introduction to Computer ✓ MS Word ✓ MS Excel ✓ MS PowerPoint ✓ Internet and Email | 6 weeks 2 hrs/day | 27/04/2021 24/05/2021 07/06/2021 28/06/2021 05/07/2021 26/07/2021 09/08/2021 | 10:00-12:00 08:00-10:00 10:00-12:00 08:00-10:00 10:00-12:00 08:00-10:00 10:00-12:00 | 250,000/= |
| 2 | Advanced Microcomputer Applications | <ul style="list-style-type: none"> ✓ Advanced MS Word ✓ Advanced MS Excel ✓ Advanced MS Access ✓ PowerPoint Presentation | 6 weeks 2 hrs/day | 31/05/2021 | 08:00-10:00 | 250,000/= |
| 3 | Graphics Design (DTP) | <ul style="list-style-type: none"> ✓ MS Publisher ✓ Adobe Photoshop ✓ Adobe PageMaker ✓ Corel Draw | 6 weeks 2 hrs/day | 31/05/2021 | 10:00-12:00 | 350,000/= |
| 4 | Basic Printer and Photocopier Maintenance | <ul style="list-style-type: none"> ✓ Basic Principles for operating Printers and Photocopy machines ✓ Basics parts of Printers and Photocopy machines ✓ Setup and connecting Printers and Photocopy Machines ✓ Preventive Maintenance in Printers and Photocopy machines ✓ Handling and clearing error codes in Printers and Photocopy Machine ✓ Troubleshooting Printers and Photocopy machines | 6 weeks 2 hrs/day | 31/05/2021 | 14:00-16:00 | 350,000/= |
| 5 | Laptop Repair and Maintenance | <ul style="list-style-type: none"> ✓ Basic electronic concepts in laptop devices ✓ Understanding laptop components ✓ Testing and measurements of laptop components ✓ Assembling of laptop devices ✓ Service and repair of laptop devices ✓ Troubleshooting laptop components and circuits. ✓ Common problems and possible solutions. | 2 Months 2 hrs/day | 31/05/2021 | 10:00-12:00 | 350,000/= |
| 6 | Cyber security Essentials | <ul style="list-style-type: none"> ✓ Cybersecurity - Experts and Criminals ✓ Threats, Vulnerabilities, and Attacks ✓ The Art of Protecting Secrets ✓ The Art of Ensuring Integrity | 3 weeks 2 hrs/day | 05/07/2021 | 12:00-14:00 | 250,000/= |
| 7 | Advanced Graphics Design (Industrial) | <ul style="list-style-type: none"> ✓ Adobe Photoshop ✓ Adobe Illustrator ✓ Adobe Indesign ✓ Quark Express | 2 Months 2 hrs/day | 16/08/2021 | 16:00-18:00 | 600,000/= |
| 8 | Microsoft Project | <ul style="list-style-type: none"> ✓ Microsoft Project | 2 Weeks 2hrs/day | 28/06/2021 | 14:00-16:00 | 450,000/= |

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|----|---|--|-----------------------|------------|-------------|------------------|
| 9 | Web Development Application (Static Website) | <ul style="list-style-type: none"> ✓HTML ✓Web Graphics (Adobe Photoshop) ✓Flash ✓Dream weaver | 7 weeks 2 hrs/day | 05/07/2021 | 14:00-16:00 | 300,000/= |
| 10 | Advanced Web Dev. Application (Dynamic Web) | <ul style="list-style-type: none"> ✓PHP ✓MySQL | 5 Weeks 2 hrs/day | 16/08/2021 | 16:00-19:00 | 350,000/= |
| 11 | Database Administration | <ul style="list-style-type: none"> ✓Database Concepts ✓Designing and implementing database with MS Access ✓Designing and implementing database with MS SQL Server ✓Administering MS SQL Server | 8 weeks 2 hrs/day | 16/08/2021 | 08:00-10:00 | 480,000/= |
| 12 | Quickbook Accounting Package | <ul style="list-style-type: none"> ✓Company Creation & Quick Book Account ✓Transaction Recording & Inventory Control ✓User Administration ✓Banking, Budgets and Control ✓Creating Reports | 6 weeks 2 hrs/day | 16/08/2021 | 08:00-10:00 | 350,000/= |
| 13 | Tally Accounting Package | <ul style="list-style-type: none"> ✓Introduction to Tally ✓Basic features of Tally ✓Inventory Management ✓Advance features of Tally ✓Tally Financial Reports & Auditing | 6 weeks 2 hrs/day | 16/08/2021 | 12:00-14:00 | 350,000/= |
| 14 | Data Analysis using SPSS | <ul style="list-style-type: none"> ✓Introduction to SPSS ✓Data Management ✓Statistical Analysis ✓Statistical Graphs and Reports | 3 weeks 2 hrs/day | 31/05/2021 | 14:00-16:00 | 320,000/= |
| 15 | CISCO-IT Essentials (PC Hardware & Software) | <ul style="list-style-type: none"> ✓Computer Assembly ✓Preventive Maintenance and Troubleshooting ✓Computer Networks & Security ✓Laptops and other mobile devices ✓Printer technologies, installation, management and troubleshooting ✓Virtualization and Cloud Computing ✓Windows Installation & Configuration ✓Mobile, Linux and macOS Operating System ✓Operational Procedures and Call Center ✓Ethical and Legal issues ✓Customer Care in IT services | 3 months 2 hrs/day | 16/08/2021 | 08:00-10:00 | USD 400 |
| 16 | Cisco CCNA Version 7- Routing and Switching | <ul style="list-style-type: none"> ✓Introduction to Networks ✓Switching, Routing, and Wireless Essentials ✓Enterprise Networking, Security, and Automation | 6 Months | 29/03/2021 | 16:00-18:00 | USD 800 |

* -course start date will depend on number of students

We also offer Tailor Made courses depending on client needs

Course fee have to be paid via control number that is obtained after being registered for the course at UCC. Once control number is obtained, course fee has to be paid to bank directly or bank agent then receipt to be submitted to UCC Dodoma for registration of student. Call 0762 533393 or 0713 755498 for more clarification on payment process.

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For information regarding certificates please call 0755-557745, 0715-557745