

# NATIONAL INSTITUTE OF ELECTRONICS & INFORMATION TECHNOLOGY, SHILLONG

## COURSE ON COMPUTER CONCEPTS

### GROW YOUR KNOWLEDGE WITH US!

#### OBJECTIVE:

- The course is designed to aim at imparting a basic level IT Literacy
- It provide Basic knowledge of Computer

#### REQUIREMENT:

- Candidate must have computer/laptop with preferably 4 GB RAM or higher
- Software: Microsoft Office 2013
- Internet connection with good speed (preferably 2Mbps or higher)

#### COURSE CONTENT:

- Introduction to Computer
- Introduction to Operating System
- Word Processing
- Spread Sheet
- Presentation
- Introduction to Internet, WWW & Web
- E-mail, Social Networking & E-Governance Services
- Digital Financial Tools & Applications
- Overview of Future Skills & Cyber Security

**DURATION:**  
2 Months (2 hours per day)

**ONLINE MODE:**  
Google Meet / AnyDesk

#### PAYMENT:

- Course Fees:  
Rs 5,002/- incl. GST + Other charges
- Registration Fees:  
Rs 50/-
- Fees is to be paid online as per the information provided in the Google Form
- 100% Free Tuition Fees for SC/ST Candidates

**APPLY HERE!**



<https://forms.gle/g484VdaXYh6PuTSS7>

**JOB OPPURTUNITY:**

➤ **DATA ENTRY OPERATOR**



NIELIT, SHILLONG, 2'nd Floor, MSHFCS Ltd. Building  
Behind Bethany Hospital, Nongrim Hills, Shillong  
793003 (Meghalaya)



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shillong@nielit.gov.in

# NATIONAL INSTITUTE OF ELECTRONICS & INFORMATION TECHNOLOGY, SHILLONG

## O Level (IT)



### OBJECTIVE:

- The objective of the Scheme is to generate skilled manpower in the area of Information Technology (IT) at the national level by utilizing the facilities and infrastructure available

### REQUIREMENT:

- Candidate must have computer/laptop with preferably 4 GB RAM or higher
- Internet connection with good speed (preferably 2Mbps or higher)
- Software Package Libre Office, Star Office/ MS Office
- Compiler/Interpreter Python

### PRE REQUISITE:

- Intermediate with knowledge of basic computer and Internet concepts

### COURSE CONTENT:

- Information Technology Tools and Network Basics
- Web Designing & Publishing
- Programming and Problem Solving through Python
- Internet of Things and its Applications
- Practical based on 1, 2, 3 and 4
- Project

### DURATION:

520 hours, 1 Year

### ONLINE MODE:

Google Meet / AnyDesk

### PAYMENT:

- Course Fees:  
Rs 29,274/- incl. GST + Other charges
- Registration Fees: Rs 50/-
- Fees is to be paid online as per the information provided in the Google Form
- 100% Free Tuition Fees for SC/ST Candidates

## JOB OPPURTUNITIES

- Junior Programmer
- Web Designer
- Lab Demonstrator
- Web Publication Assistant
- Office Automation Assistant

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# NATIONAL INSTITUTE OF ELECTRONICS & INFORMATION TECHNOLOGY, SHILLONG SOLAR-LED LIGHTING PRODUCT (DESIGN AND MANUFACTURING)



## OBJECTIVE:

- The objective of the course is to provide skills to participants in the Field of Solar Photo Voltaic (SPV) and LED based product

## REQUIREMENT:

- Candidate must have computer/laptop with preferably 4 GB RAM or higher
- Internet connection with good speed (preferably 2Mbps or higher)

## PRE REQUISITE:

- 10th/ITI/12<sup>th</sup>

## COURSE CONTENT:

- Introduction of light sources and their characteristics
- Study of led and light sources
- Design of led based products
- Introduction of solar photo voltaic cells
- Installation and maintenance of solar panel

## DURATION:

350 hours, 3 months (5 Hours Per Day)

## ONLINE MODE:

Google Meet / AnyDesk

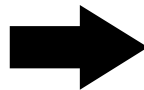
## PAYMENT:

- Course Fees:  
Rs 23,963/- incl. GST + Other charges
- Registration Fees:  
Rs 50/-
- Fees is to be paid online as per the information provided in the Google Form
- 100% Free Tuition Fees for SC/ST Candidates

## JOB OPPURTUNITIES

- PCB Designer
- PCB Developer
- Technician (in design, supply, installation)
- Civil work, testing, commissioning of Solar LED

**APPLY HERE!**



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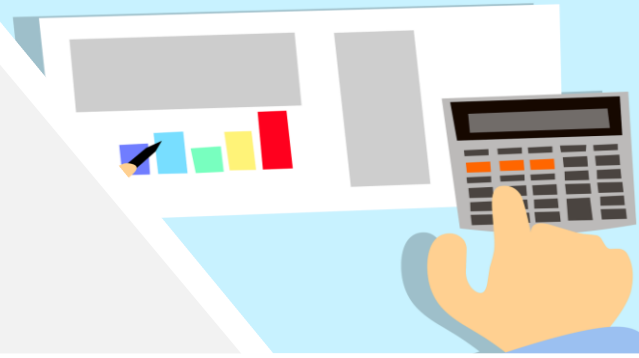
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# NATIONAL INSTITUTE OF ELECTRONICS & INFORMATION TECHNOLOGY, SHILLONG

## ADVANCE DIPLOMA IN COMPUTER APPLICATION ACCOUNTING AND PUBLISHING



### OBJECTIVE:

- The course is designed to create skilled Man Force for Computer Application Accounting and Publishing

### REQUIREMENT:

- Candidate must have computer/laptop with preferably 4 GB RAM or higher
- Internet connection with good speed (preferably 2Mbps or higher)

### PRE REQUISITE:

- Intermediate with knowledge of basic computer and Internet concepts

### COURSE CONTENT:

- Computer Fundamental and , Operating System, office automation
- Introduction to Financial Accounting
- Preparing Account Books Through Accounting Package
- Working with Desktop Publishing Softwares: Page Maker, Photo Shop and Coral Draw

### DURATION:

200 hours, 2 -3 Months (4 Hours Per Day)

### ONLINE MODE:

Google Meet / AnyDesk

### PAYMENT:

- Course Fees:  
Rs 12,015/- incl. GST + Other charges
- Registration Fees:  
Rs 50/-
- Fees is to be paid online as per the information provided in the Google Form
- 100% Free Tuition Fees for SC/ST Candidates

## JOB OPPURTUNITIES

- Office Assistant
- Desktop Publisher
- Account Assistant
- Technical Assistant
- Sale Support in Call Centre

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