

CERTIFICATE IN DESKTOP PUBLISHING (613)

The institutions having the following requisite infrastructure, may apply for accreditation:

A. Classroom :

The institute should have two class rooms one for practical and one for theory. Rooms should be well ventilated and properly lighted. The size of practical room should be 225sq. feet and theory room should be 200 sq. feet.

B. Faculty and Supporting Staff :

Following qualification is desirable for the faculty taking theory or practical class:

- PGDCA/Graduate with Diploma in Desktop Publishing or equivalent with one-year experience from any recognized University.

C. List of Tools and Equipment :

1. Hardware Requirement :

- Ten computers (Pentium IV) with at least one CD writer
- One Printer Inkjet or Laser Jet
- Internet connection
- Scanner and UPS

2. Software Requirement : Licensed versions of following Software:

- PageMaker 6.5 or higher version
- PhotoShop 5.5, and CorelDraw 9.0
- Windows 98 or higher version
- Antivirus

D. Physical Facilities :

The institution should have the facilities for drinking water and toilets.

E. Library :

Library should have minimum 50 books in related subject.

F. Batch Size :

A centre will admit 10 students in a batch and maximum intake will be 4 batches.