



KARNPURA COLLEGE BARKAGAUN

(COMPUTER CERTIFICATE COURSE)

Duration-3 months

Course Contents

- Computer Fundamentals.
- History of Computer, Generation of Computer
- Information about Software and Hardware
- MS-DOS.
- Windows 2010
- MS-Office 2013
- MS-Word,
- MS-Excel,
- MS-Power-point
- Internet Browsing and email making

[Signature]
06/04/22
Co-ordinator

[Signature]
06/04/2022
Principal

Principal
Karnapura College
Barkagaon, Hazaribag



KARNPURA COLLEGE BARKAGAUN

(THREE MONTHS URDU FUNDAMENTAL COURSE)

Duration-3 months

Course Contents

1. ILM-E-HIJA
2. ILM-E-NAHEE
3. HOROOF-E-TAHAJJI
4. HOROOF-E-ILLAT
5. HOROOF-E-QUAMRI
6. EARAB
7. MOTRADIF ALFAZ
8. TAZKEER-O-TANIS
9. WAHI-O-JAMA
10. SABAQUE
11. KHOTOOT NAWASI
12. ISM-OR-SIFAT
13. FEL-OR-FEL LAZIM
14. ISM-OR-ZAMIR

M. J. Farukhuddin
Co-ordinator 06.04.2022

Kulmahto
06/04/2022
Principal

Principal
Karnapura College
Barkagaon, Hazaribag



KARNPURA COLLEGE BARKAGAUN
(Syllabus for Spoken English Tutorial)

Duration-3 months

Course Contents

- Parts of the speech
- Types of the sentences
- 12 active voice tenses.
- 8 passive voice tenses.
- Use of articles.
- Use of prepositions.
- Modal auxiliaries.
- Clauses.
- Direct and indirect speech.
- Essential English Vocabulary (around 2000 words)
- Speaking practice

Ritu Raj Das
06/04/2022
Co-ordinator

Kulman
06/04/2022
Principal

Principal
Karnapura College
Barkagaon, Hazaribag