

Dear All,

Are you a visually challenged individual wishing to enhancing computer skills?

St. Xavier's College XRCVC - Viviana Extension is pleased to announce a new online batch of the "Certification Program for the Visually Challenged."

Course Title: Online Basic Computer Training for the Visually Challenged

Eligibility:

- Good in English (reading, writing, and communication).
- Access to a desktop or laptop (Windows 10 with MS Office 2016 or later).
- Strong internet connection for video and audio communication.

Course Highlights:

- Fundamentals of computers
- Keyboard orientation
- Working efficiently with Basic Windows applications
- Organizing files & folders.
- NVDA settings
- Internet browsing and email correspondence
- Filling of Google form, essentials of Zoom conferencing platform.
- Introduction to MS Word

Outcome: Participants will empower themselves use computers independently for everyday and academic purposes.

Certification Requirements:

- Good conduct and satisfactory attendance
- Timely submission of all the assignments
- Successful completion of two tests
- Attendance at all follow-up sessions

Terms & conditions:

- The minimum age requirement is 16 years or older.
- XRCVC reserves the right to select the candidate.

Seats are limited—enrol now to secure your spot! Those interested should kindly register by using the link appended below.

<https://forms.gle/nHn5AdAQNMpto7XY9>

The registration link will close at 3.00 pm. On Tuesday 10th June 2025.

Course duration: 48 hours (i.e., 6 hours a week for 8 weeks) Course beginning from 23rd June 2025, Monday

Training days: Monday, Wednesday, and Friday.

Time: 3.15 pm to 5.15 pm. IST (India)

Venue: Zoom online conferencing platform

Important Note

1. Participants must use earphones/headphones during the training.
2. After successful form submission, you will receive an acknowledgement email from Google, if you requested.

Contact person: Vikas Dabholkar, Computer Instructor – Consultant-Technology,

Xavier's Resource Centre for the Visually Challenged (XRCVC)

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