

Diploma in Web Development/Design

Communication Skills:

Introduction to Communication: Purpose. Process and Importance of Communication; Verbal/oral versus Written Communication, General versus Technical Communication, barriers to Communication; Measures to Overcome the Barriers to Communication, Significance of Non-verbal Communication; Barriers to the Listening Process; Measures to Improve Listening;

Written communication: Writing letters, Personal versus Business Letters; Structure and Format of Business Letters; Types of Business Letters.

Formal office communication: Memos, Circulars and Notices, Format of a memo, circular and notice, Guidelines for writing memos, circular and notices; Writing E-mail: Principles of E-mail; E-mail Etiquette; email attachments, Spams, identifying untrusted emails, precautions in opening emails

Oral Communication Skills: Presentations; Steps in Making an effective Presentation and delivering it Resumes, job interview, significance of body language, Manners and etiquettes to be maintained during an interview, e-mail etiquettes, Professional work practice, work ethics

HTML, CSS, JavaScript. Flash:

Internet and World Wide Web

HTML: Introduction, HTML tags, attributes, styles; Creating an HTML document – body, headings, paragraphs and alignments, comments, HTML colors, formatting fonts, ordered/unordered lists, tables, inserting images, inserting hyperlinks,

CSS – syntax, templates, external/internal/inline CSS, selectors; height/ width/ margins/ colors/ padding/ background in CSS; CSS block model, Colors and Images, CSS lists, CSS tables, CSS layouts, CSS opacity, CSS navigation bars and dropdown; Multiple CSS stylesheets;

Javascript: Syntax, variable, operators, conditional constructs, looping constructs, functions, events, cookies, page redirect, objects, HTML DOM, regular expressions Using Flash in website design

Basic Computer Skills:

Basic Computer Organization: Components – CPU, Primary (Random Access Memory, Read Only Memory) and secondary storage unit (Hard disk), Input and Output devices, Removable storage media

Introduction to OS and its functions, Windows operating system – booting, logging in/out of windows, restart/shut down a system, taskbar, desktop, folders – creating a new folder, moving around folder, renaming a folder, creating a new file, deleting/renaming a file, moving/copying a file to another folder, shortcuts, display properties, zip/unzip a file/folder, control panel and using it, searching for an app/file/settings in a computer system, administrative tasks – adding a new user/deleting an old user, change password, system settings, installing and removing software, anti-virus and its installation; File management through Windows Explorer; maximizing/minimizing/closing a window and moving around windows, command shell/prompt in windows

Basics of networking: Internet, IP addresses, networking cables and devices, world wide web, domain name server, what is proxy, what is firewall, browser and its functions, chrome browser and its setting, URL, using browser to open a webpage; working with email

Website Designing: Introduction:

Server Scripting languages versus client scripting languages Colors – models, HTML colors, websafe colors, color wheels, complementary colors, color pallettes, Programming in PHP – data types, variables, operators, syntax, conditional (decision making) and looping constructs, functions in PHP, using PHP with HTML, GET and POST, Sessions and cookies, implementing sessions in web pages, files uploading, sending emails; Web root directory, index.html, creating websites, Layout for a page, designing layouts, designing for mobile phones

Training/Internship/Seminar/Mini-Project:

The candidate is required to work in an academic Institution/ Industry/ Organization on a project that is related to web application development and includes designing front end (complete with GUI) using HTML/supporting functions some of which shall also involve processing on backend database. The candidate should incorporate features that support design of a secure website and test his design through online/offline website/webpage vulnerability checkers.