PGDCA
(Post Graduation Diploma in Computer Application)

1) Computer Fundamental

2) Microsoft Windows

3) Microsoft Word

4) Microsoft Excel

5) Microsoft PowerPoint

6) Assignments / Projects

7) Hyper Text Markup Language(HTML)

8) Adobe Photoshop

[Selection Tool, Move Tool, Crop Tool, Lasso Tool, Gradient Tool, Brush Tool, Layer Pallet, Clone Stamp Tool, Create Passport Size Photo, Eraser Tool, Pen Tool, Create Animation, Command of Menu Bar, Shortcut keys, Layer Mask]

9) What is Tally (Prime)?

10) Accounting Basics & Book Keeping

11) GST

12) TDS

13) TCS

14) Challan Printout

15) Final Accounts

16) What is Advance Excel?

17) What is Reference?

18) LOOKUP Function

* What is the meaning of LOOKUP

* What is VLOOKUP

* Definition of VLOOKUP
(*lookup_value*, *table_array*, *col_index_num*, *range_lookup)*

* 9 Important Examples of VLOOKUP

* Double VLOOKUP / Nested VLOOKUP

* Dynamic VLOOKUP

* What is HLOOKUP

* Uses of HLOOKUP

* What is TRANSPOSE

19) Array

* What is Array?

* Functions of Array

* Elements of Array

* Types of Array (1D array, 2D array)

* 10 best Examples

* 'Vlookup' with Array

* 'Product' with Array

* 'Max' with Array

* 'Transpose' with Array

* 'Mid' with Array

20) Index Function

* What is Index Function?

* What is Array Format?

* Definition of Array Format

* 2 best Examples

* What is Reference Format?

* Definition of Reference Format

21) Match Function

* What is Match Function?

* Definition of Match Function

* *"lookup_value"* means

* *"lookup_array"* means

22) OOPS with C++

23) Python Programming

24) Weekly Test

Test UR Skill using below link,
www.youtube.com/abbsoftstudy