

Introduction

- Digital World
- HYPE vs HELP
- Understanding the Marketing Strategy
- Introduction to Keywords
- Inbound Vs Outbound Marketing

Content

- Content Marketing
- Copywriting
- Storytelling
- Metaphors
- Tips & Tricks

Graphics

- Designing Graphics using Canva
- Post sizes for Social Portals
- Introduction Grids, Stories, reels, Carousel
- Basics of Adobe Photoshop background Removal & Pen tool
- Image resources
- Color Psychology
- Font Selection

Introduction to CMS

- CMS platforms
- Wordpress
- Wordpress Dashboard
- Introduction to theme
- Introduction to Page Builder
- Site Title, Tagline, Favicon
- Settings Overview

Elementor

- Designing pages with elementor
- Sections, Columns, Widgets
- Elementor Editor
- Hero Section Designing
- Designing Elements: Layout, Content & Advanced Setting

Introduction to SEO

- Need to SEO
- Types of SEO
- Internal and External Links

On Page SEO

- Website Audit
- Tags
- Errors
- Redirections
- Schema
- LSI
- Core Web Vitals
- Topic cluster

Off SEO

- DA, PA, Spam Score, Link Equity
- Introduction to Moz
- Do Follow Links
- No Follow Links
- Backlinks Creating Categories And Strategies
- Backlink Checker
- Semantic SEO
- Listings & Submission
- Social Bookmarking (Pinterest)

Intro to Social Portal

- Social Media Platform
- Audience on Social Media
- Social Media Strategy
- Connection-Interaction-Data
- Neuro Marketing

FB & IG

- FB Account Settings
- FB Page Creation & Optimization
- Instagram Account Creation & Optimization
- Posting & Content Calendar
- Business Account & Ad Account Creation & handling
- Hashtag Strategy
- Instagram Reels & Guide
- Instagram Ad

Ad Campaign Management

- Ad Campaign- Ad Set- Ads
- Objective-Budget-Audience
- Placements-Creatives-Tracking
- Pixel Integration
- Catalog

Influencer Marketing

- Influencer Marketing Statistics
- Types of social media influencers
- Case Studies

ORM

- Perception & Fact
- How to Manage Complaints on Social Portals
- Case Studies

Email Marketing

- Need & Benefits
- How to write your email copy
- Best email Practices
- Newsletter Designing

Personal Branding

- What is Personal Branding
- Its Importance for Professionals
- How to Build
- Tips & tricks

Funnel

- Digital Marketing Funnel Vs Traditional
- Marketing Funnel
- Benefits & Strategies
- Case Study

Youtube Channel

- Creating Youtube Channel
- Introduction Youtube Studio
- Posting Videos & Shorts
- Playlist and Editor Section
- Tips & Tricks

Ad Terms

- Ad Rank-Quality Score
- CPC-CTR
- Google Search Network
- Google Display Network
- Match Type Keywords
- Negative Keywords

Campaign

- Campaigns-Ad groups-Ads
- Objective
- Setup an Ad campaign
- Google Merchant Store
- Refining Campaigns

Search Console & GA4

- How to Get Started & Verify Property
- Acquaintance with Dashboard
- Audience & Events • Goals & Conversions

Final Milestone

- Interview Preparation
- Resume Building Tips
- Final Assignment

HTML

- HTML Introduction
- HTML Editors
- HTML Basic
- HTML Elements
- HTML Attributes
- HTML Headings
- HTML Paragraphs
- HTML Styles
- HTML Formatting
- HTML Quotations
- HTML Comments
- HTML Colors
- HTML CSS
- HTML Links
- HTML Images
- HTML Favicon
- HTML Tables
- HTML Lists
- HTML Block & Inline
- HTML Forms
- HTML Form Attributes
- HTML Form Elements
- HTML Input Types
- HTML Input Attributes
- HTML Input Form Attribute

CSS

- CSS Introduction
- CSS Syntax
- CSS Selectors
- CSS Comments
- CSS Colors
- CSS Backgrounds
- CSS Borders
- CSS Margins
- CSS Padding
- CSS Height/Width
- CSS Box Model
- CSS Outline
- CSS Text
- CSS Fonts
- CSS Icons

CSS

- CSS Links
- CSS Lists
- CSS Tables
- CSS Display
- CSS Max-width
- CSS Position
- CSS Z-index
- CSS Overflow
- CSS Float
- CSS Inline-block
- CSS Align
- CSS Combinators
- CSS Pseudo-class
- CSS Pseudo-element
- CSS Opacity
- CSS Navigation Bar
- CSS Dropdowns
- CSS Image Gallery
- CSS Attr Selectors
- CSS Forms
- CSS Website Layout

JavaScript

- JS Introduction
- JS Statements
- JS Syntax
- JS Comments
- JS Variables
- JS LetJS Const
- JS Operators
- JS Arithmetic
- JS Assignment
- JS Data Types
- JS Functions
- JS Objects
- JS Events
- JS Strings
- JS String Methods
- JS String Search
- JS String Templates
- JS Numbers

JavaScript

- JS BigInt
- JS Number Methods
- JS Number Properties
- JS Arrays
- JS Array Methods
- JS Array Sort
- JS Array Iteration
- JS Array Const
- JS Dates
- JS Date Formats
- JS Date Get Methods
- JS Date Set Methods
- JS MathJS Random
- JS Booleans
- JS Comparisons
- JS If Else
- JS Switch
- JS Loop For
- JS Loop For In
- JS Loop For Of
- JS Loop While
- JS Break
- JS Iterables
- JS Sets
- JS Maps
- JS Typeof
- JS Type Conversion
- JS Bitwise
- JS RegExp
- JS Precedence
- JS Errors
- JS Scope
- JS Hoisting
- JS Strict Mode
- JS this Keyword
- JS Arrow Function
- JS ClassesJS Modules
- JS JSONJS Debugging
- JS Style Guide
- JS Best Practices
- JS Mistakes
- JS Performance
- JS Reserved Words

Adobe Illustrator

Illustrator Documents

1. Create a new document
2. Import graphic from CC Assets Library
3. Add text
4. Save AI file
5. Open saved file back and make changes

User Interface

1. Customisation
2. Panels (Window menu) floating/docked, iconic/extended
3. Toolbar (floating tool palettes) and Options bar
4. Keyboard Shortcuts
5. Workspace

Tools

1. Basic & Advance Drawing & Brush Tools
2. Type tool
3. Preparing complex & simple images for tracing
4. Advanced Techniques
5. Export & Integration

Artboards

1. Create new document with multiple artboards
2. Purpose of multiple Artboards in one file
3. Artboard Tool
4. Artboards Panel
5. Export artboards

Working with Objects

1. Basic Shapes & tools
2. Transformation Tool
3. Selection Tools & Techniques
4. Organising Tools & Objects
5. Aligning & Distributing Objects

Graphics

1. Logo Designing
2. Flyers & Brochures
3. Social Media Graphics + Grid
4. Campaign Project includes multiple creatives
5. Printable Graphics

Working with Vector

1. Show example of resolution
2. Caricatures
3. Vector Portraits
4. Icons

Appearance of Objects

1. Stroke settings
 2. Swatches & Shadow effects
 3. Gradients
 4. Appearance panel
 5. Raster and vector differentiation
- Color modes RGBs + CMYKs



Adobe Photoshop Syllabus

Introduction to Photoshop

1. Tools
2. Layers Navigation
3. Color & Adjustment Layers
4. Shape tools

Basics

1. Text
2. Cropping
3. Layer Styles

Selection and Masking

Creating PNGs
(Portable Network Graphics)
with multiple tools

Extra Tools

- Basic Editing Filters
- Smart Objects
- Transform & Distort
- Retouching editing
- Blending Modes
- Color modes & Resolution
- Brush Tools basic & advance
- Shadows (3D effect)
- Export & Integration
- Camera Raw editing
- Artboard selection
- Text Layers

Projects

1. Oil Painting effect digital Portrait
2. Photo Manipulation
3. Vector Portraits
4. Social media Graphics
5. Logo Designing



C Introduction

- C Variables and Literals
- C Data Types
- C Basic I/O
- C Type Conversion
- C Operators
- C Comments

C Flow Control

- C if...else
- C for Loop
- C do...while Loop
- C break Statement
- C continue Statement
- C switch Statement

C Functions

- Function prototype
- Function Declaration
- Parameters passing technique
- Storage classes
- Recursion
- Math Functions

C Arrays & String

- C Arrays
- Multidimensional Arrays
- C Function and Array
- C String

C Structures

- C Structure
- Structure and Union
- C Pointers to Structure
- C Enumeration

DYNAMIC MEMORY ALLOCATION

- Linked list
- Memory leak
- Stack
- Queue

C Pointers

- C Pointer
- C Pointers and Arrays
- C Pointers and Functions
- C Memory Management

Introduction

- ✓ Getting Started
- ✓ Keywords and Identifiers
- ✓ Statements & Comments
- ✓ Python Variables
- ✓ Python Datatypes
- ✓ Python Type Conversion
- ✓ Python I/O and import
- ✓ Python Operators
- ✓ Python Namespace

Python Flow Control

- ✓ Python if...else
- ✓ Python for Loop
- ✓ Python while Loop
- ✓ Python break and continue
- ✓ Python Pass

Python Functions

- ✓ Python Functions
- ✓ Function Argument
- ✓ Python Recursion
- ✓ Anonymous Function
- ✓ Global, Local and Nonlocal
- ✓ Python Global Keyword
- ✓ Python Modules
- ✓ Python Package

Python Datatypes

- ✓ Python Numbers
- ✓ Python List
- ✓ Python Tuple
- ✓ Python String
- ✓ Python Set
- ✓ Python Dictionary

Python Files

- ✓ Python File Operation
- ✓ Python Directory
- ✓ Python Exception
- ✓ Python Exception Handling
- ✓ Python User-defined Exception

Python Object & Class

- ✓ Python OOP
- ✓ Python Class
- ✓ Object
- ✓ Method
- ✓ Inheritance
- ✓ Polymorphism
- ✓ Data Abstraction
- ✓ Encapsulation
- ✓ Operator Overloading

Projects

Rock paper scissors | Simple Calculator | Guess the number
Calendar | Hangman | Tic Tac Toe | Student Library

Java Introduction

- Java Hello World
- Java JVM, JRE and JDK
- Java Variables
- Java Data Types
- Java Operators
- Java Input and Output
- Java Expressions & Blocks
- Java Comment

Java OOP (I)

- Java Class and Objects
- Java Methods
- Java Constructor
- Java Strings
- Java Access Modifiers
- Java this keyword
- Java final keyword
- Java Recursion
- Java instance of Operator

Java Flow Control

- Java if...else
- Java switch Statement
- Java for Loop
- Java for-each Loop
- Java while Loop
- Java break Statement
- Java continue Statement

Java OOP (II)

- Java Inheritance
- Java Method Overriding
- Java super Keyword
- Abstract Class & Method
- Java Interfaces
- Java Polymorphism
- Java Encapsulation

Java Arrays

- Java Arrays
- Multidimensional Array
- Java Copy Array

Java Exception Handling

- Java Exceptions
- Java Exception Handling
- Java try...catch

Java Collection Framework

- Java List • Java Queue • Java Map • Java Vector • Java Set



C++ Introduction

- C++ Variables and Literals
- C++ Data Types
- C++ Basic I/O
- C++ Type Conversion
- C++ Operators
- C++ Comments

C++ Flow Control

- C++ if...else
- C++ for Loop
- C++ do...while Loop
- C++ break Statement
- C++ continue Statement
- C++ switch Statement
- C++ goto Statement

C++ Functions

- C++ Functions
- C++ Function Types
- C++ Function Overloading
- C++ Default Argument
- C++ Storage Class
- C++ Recursion
- C++ Return Reference

C++ Arrays & String

- C++ Arrays
- Multidimensional Arrays
- C++ Function and Array
- C++ String

C++ Structures

- C++ Structure
- Structure and Function
- C++ Pointers to Structure
- C++ Enumeration

C++ Object & Class

- C++ Objects and Class
- C++ Constructors
- C++ Objects & Function
- C++ Operator Overloading

C++ Pointers

- C++ Pointer
- C++ Pointers and Arrays
- C++ Pointers and Functions
- C++ Memory Management

C++ Inheritance

- C++ Inheritance • Inheritance Access Control • C++ Function Overriding
- Multiple & Multilevel Inheritance • C++ Friend Function • C++ Virtual Function
- C++ Class Templates

INTRODUCTION

Objective
Genesis of Business
Accounting
Advantages of Computerized
Accounting
Introducing BUSY
Basic Concepts
Accounting
Inventory
Sales Tax & VAT
Review
Exercise

Starting with BUSY

Objective
Operating Environment
Installing BUSY
BUSY Start-up Screen
Key Components in BUSY
Using BUSY Help
Quitting BUSY
Review
Exercise

Setting up a Company in BUSY

Objective
Creating a New Company
Opening a Company
Editing a Company
Closing a Company
Deleting a Company
Setting Data Directory
Setting Color Scheme
Review
Exercise

Basic Configuration

Objective
Features / Options
General
Accounts
Inventory
Sales Tax / VAT / GST
Hardware Configuration
Warning Alarms
Review
Exercise

Basic Accounting & Inventory

Objective
Creating Masters
Accounts
Account Group
Standard Narration
Item
Item Group
Material Centre
Material Centre Group
Unit
Unit Conversion
Bill Sundry
ST Form
Sale Type
Purchase Type
Configuring Masters
Review
Exercise

Transactions

Objective
Voucher Numbering
Entering Vouchers
Sales
Sales Return
Purchase
Purchase Return
Payment
Receipt
Journal
Contra
Debit Note
Credit Note
Stock Transfer
Forms Received
Forms Issued
VAT Journal
Configuring Vouchers
Review
Exercise

Printing Documents

Objective
Configuring
Documents (Standard)
Printing Documents
Online Printing
Print Utilities
Review
Exercise

Displaying & Printing Reports Unit 8 Accounting Reports

Objective
Balance
Trial Balance
Account Books
Account Summaries
Outstanding Analysis
Review
Exercise

Sales Tax & VAT Reports

Objective
ST Forms Reports
Sales Tax / VAT Summaries
• Sales Tax / VAT Registers (General)
• Sales Tax / VAT Reports (State Specific)
VAT Adjustment Details
• Reconcile Accounts & Sales / Purchase Tax
Review
Exercise

Module 5 Managing Data Unit 11 Managing Backup

Objective
Backup Configuration
Taking Backup
Restore Data
Review
Exercise

Utilities

Objective
Data Freezing
Data Export
(MS Excel / PDF / HTML)
Review
Exercise

Housekeeping

Objective
Rebuild Data
bases Rewrite Books
Review
Exercise

Year-end Process

Objective • Year-end Entries • Changing Financial Year • Review
• Exercise • Shortcut Key Combinations • Glossary

NumPy Introduction

- NumPy Intro
- NumPy Creating Arrays
- NumPy Array Indexing
- NumPy Array Slicing
- NumPy Data Types
- NumPy Copy vs View
- NumPy Array Shape
- NumPy Array Reshape
- NumPy Array Iterating
- NumPy Array Join
- NumPy Array Split
- NumPy Array Search
- NumPy Array Sort
- NumPy Array Filter

NumPy Random

- Random Intro
- Data Distribution
- Random Permutation
- Seaborn Module
- Normal Distribution
- Binomial Distribution
- Poisson Distribution
- Uniform Distribution
- Logistic Distribution
- Multinomial Distribution
- Exponential Distribution
- Chi Square Distribution
- Rayleigh Distribution
- Pareto Distribution
- Zipf Distribution

NumPy ufunc

- ufunc Intro
- ufunc Create Function
- ufunc Simple Arithmetic
- ufunc Rounding Decimals
- ufunc Logs
- ufunc Summations
- ufunc Products
- ufunc Differences
- ufunc Finding LCM
- ufunc Finding GCD
- ufunc Trigonometric
- ufunc Hyperbolic
- ufunc Set Operations

Pandas

- Pandas introduction
- Pandas Intro
- Pandas Series
- Pandas DataFrames
- Pandas Read CSV
- Pandas Read JSON
- Pandas Analyzing Data

Cleaning Data

- Cleaning Data
- Cleaning Empty Cells
- Cleaning Wrong Format
- Cleaning Wrong Data
- Removing Duplicates

Correlations

- Pandas Correlations

Plotting

- Pandas Plotting

MySQL introduction

MySQL Intro
MySQL RDBMS

MySQL SQL

MySQL SQL
MySQL SELECT
MySQL WHERE
MySQL AND, OR, NOT
MySQL ORDER BY
MySQL INSERT INTO
MySQL NULL Values
MySQL UPDATE
MySQL DELETE
MySQL LIMIT
MySQL MIN and MAX
MySQL COUNT, AVG, SUM
MySQL LIKE
MySQL Wildcards
MySQL IN
MySQL BETWEEN
MySQL Aliases

MySQL Joins

MySQL INNER JOIN
MySQL LEFT JOIN
MySQL RIGHT JOIN
MySQL CROSS JOIN
MySQL Self Join
MySQL UNION
MySQL GROUP BY
MySQL HAVING
MySQL EXISTS
MySQL ANY, ALL
MySQL INSERT SELECT
MySQL CASE
MySQL Null Functions
MySQL Comments
MySQL Operators

MySQL Database

MySQL Create DB
MySQL Drop DB
MySQL Create Table
MySQL Drop Table
MySQL Alter Table
MySQL Constraints
MySQL Not Null
MySQL Unique
MySQL Primary Key
MySQL Foreign Key
MySQL Check
MySQL Default
MySQL Create Index
MySQL Auto Increment
MySQL Dates
MySQL Views

Basics of Computer

Word

1: Create and Manage Documents

1.1. Create and Edit Documents

- Create a blank document
- Create a document from a template
- Insert text from a file or external source

1.2. Navigate and Organize Documents

- Insert hyperlinks
- Search for text
- Create bookmarks
- Move to a specific location or object in a document

1.3. Format and Customize Documents

- Modify page setup
- Apply document themes and style sets
- Insert headers, footers, and page numbers
- Format page background elements
- Customize views and zoom settings

1.4. Review and Finalize Documents

- Inspect a document for hidden properties or personal information
- Inspect a document for accessibility and compatibility issues
- Print and save documents

2. Format Text, Paragraphs, and Sections

2.1. Insert Text and Paragraphs

- Find/Replace,
- Cut/Copy/Paste text
- Insert text using AutoCorrect, Special characters

2.2. Format Text and Paragraphs

- Font formatting
- Line/paragraph spacing & indent
- Clear formatting
- Built-in styles

2.3. Order and Group Text and Paragraphs

- Multi-column formatting
- Insert breaks
- Section page setup

3. Create Tables and Lists

3.1 Create a Table

- Convert text to tables and vice versa
- Create a table by specifying rows and columns
- Apply table styles

3.2 Modify a Table

- Sort table data
- Configure cell margins and spacing, repeating headers
- Merge and split cells
- Resize/Split tables, rows, and columns

3.3 Create and Modify a List

- Create/Customize numbered or bulleted lists
- Increase or decrease list levels
- Restart or continue list numbering
- Set starting number value

4. Create and Manage References

4.1 Create and Manage Reference Markers

- Insert/Modify footnotes, endnotes, and citations
- Create and modify bibliography sources
- Insert/Modify figure and table captions

4.2 Create and Manage Simple References

- Insert and update a table of contents
- Insert a cover page

5. Insert and Format Graphic Element

5.1 Insert Graphic Elements

- Insert shapes, pictures, screenshots, and text boxes

5.2 Format Graphic Elements

- Apply artistic and picture effects
- Format and position objects
- Wrap text around objects

5.3 Insert and Format SmartArt Graphics

- Create, format, and modify SmartArt graphics

6. Manage document options and settings

6.1 Manage Documents and Templates

- Manage document versions and content
- Customize document settings and defaults

6.2 Prepare Documents for Review

- Restrict editing and protect documents

7. Mail Merge

7.1 Create a Mail Merge Document

- Create a mail merge document from a template or from scratch

7.2 Set Up a Mail Merge

- Set up a mail merge using a data source, CSV file, or Excel spreadsheet

7.3 Create and Edit Mail Merge Fields

- Create, edit, and use mail merge fields in a document

7.4 Preview and Complete a Mail Merge

- Preview, complete, and save a mail merge document as a new file

4. Perform Operations with Formulas and Functions

4.1. Summarize Data by using Functions

- Perform calculations by using the SUM function, MIN and MAX functions, COUN function, AVERAGE function

4.2. Perform Conditional Operations by using Functions

- Perform logical operations by using the SUMIF function, AVERAGEIF function, COUNTIF function

5. Create Charts and Objects

5.1. Create Charts

- Create a new chart
- Add additional data series
- Switch between rows and columns in source data

5.2. Format Charts

- Resize charts
- Add and modify chart elements
- Apply chart layouts and styles

Powerpoint

1. Create and Manage Presentations

1.1. Create a New Presentation

1.2. Insert and Format Slides

1.3. Modify Slides

1.4. Save and Close a Presentation

1.5. Open and View a Presentation

2. Insert and Format Text and Images

2.1. Insert and Format Text

2.2. Format Text with Fonts and Colors

2.3. Insert and Format Images

2.4. Resize and Crop Images

2.5. Add Alternative Text to Images

3. Basic Slide Design

3.1. Add Shapes and Text Boxes

3.2. Format Shapes and Text Boxes

3.3. Add Tables to a Slide

3.4. Order and Group Objects

3.5. Align and Distribute Objects

4. Presenting Your Slides

4.1. Understand Slide Views (Normal, Slide Sorter, Reading View)

4.2. Use the Navigation Pane

4.3. Configure Slide Transitions

4.4. Configure Slide Animations

4.5. Set Up a Slide Show

4.6. Configure and Present a Slide Show

5. Basic Slide Content

5.1. Add Headers and Footers to Slides

5.2. Add Page Numbers to Slides

5.3. Add Dates and Times to Slides

5.4. Use PowerPoint's Built-in Themes

Advance Excel Curriculum

Excel

1. Managing Workbook Options and Settings

1.1. Creating and Managing Worksheets and Workbooks

- Create a workbook from scratch
- Import data from delimited text files
- Add, copy, and move worksheets within a workbook

1.2. Navigating in Worksheets and Workbooks

- Search for specific data within a workbook
- Navigate to named cells, ranges, or workbook elements
- Insert and remove hyperlinks

1.3. Formatting Worksheets and Workbooks

- Change worksheet tab color and rename worksheets
- Reorder worksheets within a workbook
- Insert and delete columns or rows
- Adjust row height and column width
- Change workbook themes and insert headers/footers

1.4. Customizing Options and Views

- Hide or unhide worksheets, columns, and rows
- Customize the Quick Access toolbar
- Modify document properties and display formulas

1.5. Configuring Worksheets and Workbooks for Distribution

- Inspect workbooks for hidden properties, personal information, accessibility, and compatibility issues

2: Applying Custom Data Formats and Layouts

2.1. Applying Custom Data Formats and Validation

- Create custom number formats
- Populate cells using advanced Fill Series options
- Configure data validation rules

2.2. Advanced Conditional Formatting and Filtering

- Create and manage custom conditional formatting rules
- Use formulas within conditional formatting rules

2.3. Creating and Modifying Custom Workbook Elements

- Create and modify simple macros
- Insert and configure form controls

3: Creating and Managing Tables

3.1. Creating and Managing Excel Tables

- Create an Excel table from a cell range
- Convert tables back to cell ranges
- Add or remove table rows and columns

3.2. Managing Table Styles and Options

- Apply styles to tables and configure style options
- Insert total rows and manage table data

3.3. Filtering and Sorting Data

- Filter and sort table records
- Sort data by multiple columns and change sort orders
- Remove duplicate records

4. Performing Operations with Formulas and Functions

4.1. Summarizing Data with Functions

- Use SUM, MIN, MAX, COUNT, and AVERAGE functions
- Insert references in formulas for efficient data calculations

4.2. Performing Conditional Operations

- Perform logical operations with IF, SUMIF, AVERAGEIF, and COUNTIF functions

4.3. Formatting and Modifying Text

- Format text using RIGHT, LEFT, MID, UPPER, LOWER, PROPER, and CONCATENATE functions

5. Creating Charts and Objects

5.1. Creating and Managing Charts

- Create charts and add additional data series
- Switch rows and columns in chart data sources
- Analyze data using Quick Analysis

5.2. Formatting Charts

- Resize charts and modify chart elements
- Apply chart layouts, styles, and move charts to dedicated chart sheets

5.3. Inserting and Formatting Objects

- Insert text boxes, shapes, and images
- Modify object properties and add alternative text for accessibility

6. Managing Workbook Review and Protection

6.1. Managing Workbook Review

- Save workbooks as templates and enable macros
- Display hidden ribbon tabs and restrict editing
- Protect worksheets, workbook structures, and encrypt workbooks with passwords
- Manage workbook versions and configure formula calculation options

7. Preparing Workbooks for Internationalization

7.1. Applying Custom Data Formats and Validation

- Create and modify custom color formats, cell styles, and themes
- Manage advanced conditional formatting and filtering

7.2. Preparing Workbooks for International Use

- Display data in multiple international formats
- Apply international currency formats and manage font options for different languages

8. Creating Advanced Formulas

8.1. Applying Functions in Formulas

- Perform logical operations using AND, OR, and NOT functions
- Use nested functions and perform statistical operations with SUMIFS, AVERAGEIFS, and COUNTIFS

8.2. Looking Up Data Using Functions

- Utilize VLOOKUP and HLOOKUP functions for data retrieval

8.3. Applying Advanced Date and Time Functions

- Reference dates and times using NOW and TODAY functions
- Serialize numbers with date and time functions

8.4. Performing Data Analysis and Business Intelligence

- Import, transform, combine, and connect data
- Consolidate data and perform what-if analysis using Goal Seek and Scenario Manager
- Calculate data using financial functions

8.5. Troubleshooting Formulas

- Trace precedence and dependence in formulas
- Monitor cells and formulas using the Watch Window

8.6. Defining Named Ranges and Objects

- Name cells, data ranges, and tables
- Manage named ranges and objects

9. Creating Advanced Charts and Tables

9.1. Creating and Managing PivotTables

- Create and modify PivotTables, including slicers, calculated fields, and formatting

9.2. Creating and Managing PivotCharts

- Create PivotCharts, manipulate existing options, apply styles, and drill down into PivotChart details

C/C++ Introduction

- C/C++ Variables and Literals
- C/C++ Data Types
- C/C++ Basic I/O
- C/C++ Type Conversion
- C/C++ Operators
- C/C++ Comments

C/C++ Flow Control

- C/C++ if-else
- C/C++ for Loop
- C/C++ do while Loop
- C/C++ break Statement
- C/C++ Continue Statement
- C/C++ Switch Statement
- C++ goto Statement

C/C++ Functions

- C/C++ Function
- C/C++ Function Types
- C/C++ Function Declaration
- C/C++ Parameters passing technique
- C/C++ Storage class
- C/C++ Recursion
- C/C++ Return Reference
- C Math Functions

C/C++ Arrays & String

- C/C++ Arrays
- C/C++ Multidimensional Arrays
- C/C++ Function and Array
- C/C++ String

C/C++ Structures

- C/C++ Structure
- C/C++ Structure and Union
- C/C++ Pointers to Structure
- C/C++ Enumeration

C Dynamic Memory Allocation

- C Linked List
- C Memory leak
- C Stack
- C Queue

C++ Objects & Class

- C++ Objects and class
- C++ Constructors
- C++ Objects and Functions
- C++ Operator Overloading

C/C++ Pointers

- C/C++ Pointer
- C/C++ Pointer and Arrays
- C/C++ Pointers and Functions
- C/C++ Memory Management