

## 8.0 COURSE CONTENTS

SEMESTER 1	
CIT 04101	Computing Mathematics
CIT 04102	Communication and Entrepreneurship Skills
CIT 04103	PC Hardware and Software (IT Essential 1)
CIT 04104	Desktop Publishing
CIT 04111	Office Automation I
SEMESTER 2	
CIT 04203	Network Operating Systems (IT Essential 2)
CIT 04205	Basic Web Design
CIT 04206	Programming Concepts
CIT 04209	Database Principles
CIT 04211	Office Automation II
CIT 04214	Practical Training

## 9.0 FEES STRUCTURE.

Money payable directly to the University Computing Centre Limited (In Tshs)	
Tuition fee	900,000
Examination fee	20,000
Identity card	2,000
Caution money	10,000
Stationary costs	40,000
Graduation fee	10,000
NACTE Examination Fee	15,000
<b>Total</b>	<b>997,000</b>

This fee may be paid in full or in four installments basis.

Other recommended direct costs payable to students by sponsor (in Tshs)	
Practical training allowance per day	6,000
Stationery Allowance	30,000
Book Allowance	40,000
Student Manuals	120,000

For more information please contact

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*Professionalism, Customer care and Technological Foresight*

**UNIVERSITY COMPUTING CENTRE**

**Microsoft CERTIFIED Partner**

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**International Computer Driving Licence (ICDL)**

**CERTIFICATE IN COMPUTING AND INFORMATION TECHNOLOGY**

**Join Now!!**

*One stop Centre for your ICT solutions*

## 1.0 INTRODUCTION

The University Computing Centre Ltd offers a Certificate course in Computing and Information Technology. This programme which follows both NACTE and IT Essentials based curricula, aims at equipping students with appropriate knowledge and skills necessary to understand and become successful in the world of Information Technology.

The Certificate in Computing and Information Technology also serves as a bridge for those students with an aptitude for computing to move from basic Computer training through to diploma and degree levels of studies.

The programme looks at how ICT can be used to solve business problems and challenges such as developing Computer programs, managing stand-alone and networked computers, installing and maintaining software applications, designing websites and developing databases. It also enables students to gain the necessary skills for Help Desk, User Support, and hardware troubleshooting functions.

## 2.0 DURATION

This is a one year programme managed in 2 semesters and field work.

## 3.0 OBJECTIVES OF THE PROGRAMME

*The objectives of the programme are to:*

- a) Provide foundations of basic principles, skills and knowledge that will enhance the graduates' carrier development.

- b) To provide adequate ICT skills and knowledge which will enable the graduates to be competent in solving the ICT related problems relevant to their levels of study.
- c) To prepare students for further studies in ICT related fields.

## 4.0 EXPECTED RESULTS

*The programme is expected to produce technically trained personnel who are ready to:*

- Enter ICT employment and flexibly satisfy the needs of employers
- Effectively use office applications
- Create various desktop publications
- Be involved in PC maintenance, Web design, Database development, Programming and Networking.
- Engage in self employment
- Sit for A+ Certified Examinations
- Join diploma programme in ICT related fields

## 5.0 ENTRY QUALIFICATIONS

- (i) Certificate of Secondary Education with at least three passes in core subjects (Mathematics, English Physics, Chemistry, Commerce, Account, Biology or Geography

OR

- (ii) National Vocational Training Award Level III (Trade Test Grade I) from any recognized institution.

## 6.0 STARTING DATE & TIMING

**January 2009**

### TIMING

Morning session (0800-1200 Hrs)

Evening Session (16.00 -20.00 Hrs)

## 7.0 MODE OF APPLICATION

Obtain application forms from UCC City Centre branch, Head office (UDSM Main campus) or any other UCC branch. You can also download it from [www.ucc.co.tz](http://www.ucc.co.tz).

Application forms should be returned together with copies of relevant certificates and application fee of Tsh. 10,000/=.

## 8.0 LOCATION AND PLACE

The course will be conducted at UCC City Centre branch in the CRDB building along Azikiwe Street opposite Post office Headquarter.