### Who we are?

G-Route Institute is an organization of visionary peoples who are dedicated to insure a quality education for ambitious people in the field of IT and Computer Operation, G-Route started in 2012 with a mission to make people Computer Educated.

# Why G-Route Institute?

We focus on the practical and activities with short and good contend theory we also provide OJT so that student should familiar with working environment, we have experienced faculty to fulfill all these needs and quality.

### **Our Mission**

We have a Dream and mission as well that every person must have basic knowledge to operate computer properly to full fill their daily needs we are focusing to working people who are still not familiar with computer operation.

# **OUR REGIONAL & STUDY CENTERS**

#### Delhi

GRCI, VPO Rajokari, New Delhi-110038
 JICTC, 310, 2<sup>nd</sup> Floor, Sukhama Tower, Mahipalpur, New Delhi-110037, Contact: 08700425139
 DCTI, Malviya Nagar New Delhi-110017

#### **Uttar Pradesh**

G-Route Institute for Computer Training & Skill Development
New City Center market, Near Shivaji Murti, Railway Road, Kaimganj,
Farrukhabad, Uttar Pradesh
Contact: 08707401159



## **G-ROUTE INSTITUTE FOR SKILL DEVELOPMENT**

A Unit of G-Route Infosoft, An ISO 9001:2008 Certified Organization



Prospectus
Session 2019-2020

Head Branch : 132-VPO-Rajokari, New Delhi-110038

Contact: 9971394701 Email: <a href="mailto:lnfo@grouteinstitute.com">lnfo@grouteinstitute.com</a> www.grouteinstitute.com

Regional Branch: Kaimganj (U.P)

# **Computer Courses**

#### **BASIC COMPUTING**

- 1. Fundamental, My Computer, File Management, Typing.
- 2. Paint, Picture Manager, MS-Word, Excel, Power point.
  - 3. Fundamental of Internet, Mailing & Social Media.
    - 4. All Application Base Practices.

#### **COMPUTER OPERATOR TRAINING -INR**

- 1. All Basic Content.
- 2. Excel With Data Processing & Management.
  - 3. Basics of Banking & Taxation.

#### DCA-DIPLOMA IN COMPUTER APPLICATION

- 1. All Basic Content.
- 2. Publisher, Outlook
- 3. Fundamental of HTML & Website Designing.
  - 4. Fundamental of Accounting.

## **E-ACCOUNTING & TALLY**

- 1. Excel With all Formula
- 2. Data Processing & Handling.
- 3. Tally ERP 9 & Other Online Accounting Software.
  - 4. Fundamental of Banking & Taxation

### ADCA-Adv. DIPLOMA IN COMPUTER APPLICATION

- 1. All Basic Content.
- 2. Publisher, Outlook
- 3. Advances of HTML & Website Designing.
  - 4. Online Marketing & Promotion.

# **Money Making Courses**

CERTIFICATE IN INTERNET MARKETING (CIM)
ONLINE BUSINESS MANAGEMENT (OBM)
CERTIFICATE IN AFFILIATE MARKETING (CAM)
CERTIFICATE IN DOMAIN TRADING (CDT)

# **English Spoken & PD**

ENGLISH SPEAKING & PERSONALITY DEVELOPMENT
INTERVIEW PREPARATION
BPO TRAINING
ENGLISH LANGUAGE

# **Competetion Classes**

## **Preparation For**

- 1. Banking Examinations
  - 2. SSC Examinations
- 3. Railway & Police Examination

Note: Download fee structure from our website www.grouteinstitute.com
OR

Ask at our centers for Fee structure.

In This Prospectus we have mentioned only demanding Courses for Detail
Visit Website. Courses May Vary Center & Location wise.