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| **PROGRAMME OVERVIEW (SYNOPSIS)** |
| **DIPLOMA IN INFORMATION TECHNOLOGY (DIGITAL TECHNOLOGY)** provides education and training in Computing field with a specific emphasis on Information Technology area. The courses offered is grouped into modules such as Platform Technologies, Computing Foundation, Programming Essentials, Industry-Led modules and Industry Domain Cluster, which are referred to specific task. The courses offered provide opportunities for students to get into a broad range of careers in a variety of ICT sectors. This programme also provides the students with transferable skills and multiskilling which enable them to adapt to new technologies. In addition to the technical courses, students are also taught English for Digital Technology, Pengajian Islam or Pendidikan Moral, Co-Curriculum, and Inventive Problem Solving to enhance their competencies in soft skills. As the programme emphasizes self-initiated learning and hands-on competencies, graduates of this programme will be ready to take the challenges in the world of computing technologies. |

**To:**

**Student’s supervisor**

**Herewith are list of the scope of work that our student expected from your organization. \*\*Please tick (√) if related.**

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| **Name** | **:** |  |
| **Matrix No.** | **:** |  |
| **NO** | **SCOPE OF WORK** | **\*\*** **(√)** | **NO** | **SCOPE OF WORK** | **\*\*** **(√)** |
|  | Web and system development |  |  | Software management |  |
|  | Computer programming (Visual Basic .net, C++, Java etc.) |  |  | Software testing |  |
|  | Mobile application development |  |  | Web security |  |
|  | Database development and management |  |  | Secure mobile computing |  |
|  | Human-computer interface |  |  | Internet programming |  |
|  | Software application (windows operating system, word processing, electronic spreadsheet presentation and internet |  |  | Management Information System (MIS) |  |
|  | Multimedia (Animation, video conferencing, graphic design etc.) |  |  | Bugs and viruses clean up |  |
|  | Computer repairs (equipment, trouble-shooting and repair) |  |  | Smart system/application |  |
|  | Computer networking installation and maintenance (LAN and WAN) |  |  | Management (human resource, quality and digital economic) |  |
|  | Operating system (structure, memory management and I/O management) |  |  | Other related works: |  |
| **NO** | **FUNDAMENTAL SKILLS NEEDED** | **\*\*****(√)** | **NO** | **FUNDAMENTAL SKILLS NEEDED** | **\*\*****(√)** |
| 1 | Communication Skills |  | 4 | Teamwork |  |
| 2 | Technical Report Writing |  | 5 | Industrial Safety and Environmental Awareness |  |
| 3 | Office/Workshop Management |  | 6 | Entrepreneurship |  |

**Company’s Stamp**