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| **PROGRAMME OVERVIEW (SYNOPSIS)** |
| **DIPLOMA IN INFORMATION TECHNOLOGY (PROGRAMMING)** provides education and training in computing with a specific emphasis on computer programming. Among the courses offered in this programme are Programming Principles, Programming Fundamentals, Object-Oriented Programming, .Net Technology, Data Structure, and Web Programming 1 and 2. The knowledge and skills in Computing Essentials, Computer Hardware, Fundamentals of Operating Systems, Open Source Operating System, Database System, Information System Security, Computer Network and Project provide opportunities for students to get into a broad range of careers in a variety of technology sectors. This programme also provides the students with transferable skills and multiskilling which enable them to adapt and adopt to new technologies. In addition to the technical courses, students are also taught Communicative English 1, 2 & 3, Mathematics, Islamic Education or Moral Education, Islamic Civilization, Co-Curriculum, Soft Skills and Occupational Safety and Health 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** | **\*\***  **(√)** |
| 1 | Systems development | | |  | 11 | Software management |  |
| 2 | Computer repairs (equipment, trouble-shooting and repair) | | |  | 12 | Management Information System (MIS) |  |
| 3 | Computer programming (Visual Basic, C++, Java etc.) | | |  | 13 | Computer networking installation and maintenance (LAN and WAN) |  |
| 4 | Database development and management | | |  | 14 | Multimedia (Animation, video conferencing, graphic design etc.) |  |
| 5 | Human-computer interface | | |  | 15 | Bugs and viruses clean up |  |
| 6 | Mobile Application Development | | |  | 16 | Smart system/application |  |
| 7 | Digital systems | | |  | 17 | Internet Programming |  |
| 8 | Microcomputer systems | | |  | 18 | Hypermedia techniques |  |
| 9 | Management (human resource, quality and digital economic) | | |  | 19 | Operating system (structure, memory management and I/O management) |  |
| 10 | Software application (windows operating system, word processing, electronic spreadsheet presentation and internet | | |  | 20 | 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**