



**ACE**  
**CENTRE LIMITED**  
(An ISO 9001:2000 certified Company)



*Providing you wings to fly.....*





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**PROSPECTUS**



## Welcome Note by Director



**Knowledge**  
driven  
**nurturing talents**  
for coming **Age**

Welcome to the Antil computer Education Centre Ltd. (ACE Centre Ltd.) an institute of computer software, Financial Accounting, Hardware & Networking and Multimedia.

Keeping in mind that the computer education is the need of a person in all spheres of life, we constituted ACE Centre Ltd. We are far behind in the terms of Compute Literacy rate as compared to other developed countries. So our company aims at literacy of computers and our commitment to excellence is paramount and towards that observed goal, we shall always continue to strive.

**“aims at literacy of computers  
and our commitment to excellence is  
paramount”**

If your ideal institution is one where student's requirements are kept in mind, voices are heard and acted upon then ACE Centre Ltd. is the place for you. I am sure that by choosing ACE Centre Ltd. and taking full advantages of company's excellent facilities, experience & flexible training programme, you will be the best prepared to achieve your career objectives.

I hope that this brochure would be useful source of information for the students and other interested user groups to learn more about the unique features of our educational institute & its programmes.

I look forward to meet you at any center of ACE Centre Ltd.

Surender Antil



# Profile



Information Technology is a buzzword today. Rapid advancement are taking place in the field of Information Technology all over the world. In India, the economic effect of the technologically inclined services sector has been tremendous. It accounts for 40% of the country's GDP and 30% of export earnings, while employing only 25% of its workforce. Today India is among top 20 countries in terms of Internet Broadband Users.

The success of Indian firms and professionals in the information technology (IT) arena during the last decade has been spectacular. Entrepreneurs, bureaucrats, and politicians are now advancing views about how India can ride the IT bandwagon and leapfrog into a knowledge-based economy.

Isolated instances of villagers sending and receiving email messages or surfing the Internet are being promoted as examples of how India can achieve this transformation, while vanquishing socio-economic challenges such as illiteracy, poverty, and the digital divide along the way.

The ACE Centre Limited was established keeping in view all above facts. The company Initialized its programme to the IT Education in the field of Software, Financial Accounting, Hardware and Networking and Multimedia to masses by launching its first franchisee center and Head Office at Sonipat.

**Software, Financial Accounting, Hardware and Networking and Multimedia** training programmes are designed, prepared and updated by experts

We are proud to say that today we have a franchisee network of over 50 centers and by the year 2012, we plan to start the centers in 250 cities of India. The growth till now is attributed to the fact that Our Academic Programme exposes students to practical aspects through seminar, group discussions and lectures of experts invited from other institutions.

The training programmes are designed, prepared and updated by experts with employment-oriented approach. Our target is simple To bridge the gap between economically weaker section of the society and expansive computer education. Good quality education is always in great demand. In today's competitive world, education plays a very important role in the life of students. Students look for good training institutes through which they can prepare themselves for the future.

We also put stress on the presentation and communication skills of students by providing them the best facilities. We provide the wings to the students for a highflying career.

Our commitment to excellence is paramount and towards that cherished goal we shall always continue to strive.

“pursuing  
**excellence**  
in professional  
**training**”



## Mission & Techniques

**Sky is the  
limit,  
we strive  
to achieve.**

**Teaching  
techniques**

**Examination**

- Our Mission is to anticipate or to know the students requirements and to satisfy those needs for the best education in IT industry.
- Our main moto is to bridge the gap between financially weaker section and expensive computer education.
- To make the landed and landless youth self-reliant.
- To hear the students voices first and then act upon which makes us different from others.
- To provide wings to fly for a high flying career in IT world.
- To delimit the computer illiteracy rate to zero.

**“ to bridge the gap between financially weaker section and expensive computer education ”**

For the best effect of the learning matter our institute have adopted special teaching tactics & techniques which delivers a powerful & un-doubtful information of the subject matter. Some of them are:

1. Class lectures before practical for the theoretical inputs.
2. Guest Lectures Facility of the Computer Experts for sharing advanced knowledge.
3. Practice on latest machines in the Practical lab to develop the advanced and current ability.
4. Surprise & regular test to keep the students up to date.
5. Assignment for testing and developing students to understanding and capacity of communication.

Exams are conducted by ACE Centre Ltd. which is based upon dual system of education.

### **Internal Assignment**

Conducted at the education Centre which is based on the performance of the students in regular class tests, assignments and projects undertaken.

### **External Assignment**

Question Papers designed by education experts are sent to each centre. The processing of the answer sheet is done carefully and moderated by the educational experts. This leads to the uniformity and standardization of whole system.



# Facilities



Each Education centre has a student coordinator to whom students can approach in case of any query. Coordinator is always available to guide the students & see that the queries are properly attended.



## Student Coordinator



For the convenience of the students we provide the library facility in each centre so that students can expand their knowledge by going through the different authors books. Each centre of ACE Centre Ltd. has an exciting collection of reference books and students are encouraged to use them. Latest books, periodicals & magazines are integral part of our library.

## Library

The Computer Labs are designed in such a way that students can gain more practical knowledge and enhance their ability for logical development in problem solving. The additional advantage of E.P.T. (Extra Practical Time) facility helps students to gain **Confidence**.



## Computer Lab



Special sessions are arranged frequently for the students to equip them with slices of inter personal relationship. It also helps the students to develop confidence & improve their **Time Management Skills**.

## Personality Development

On joining any course, the course material is provided by each center. The course material has been developed by expert authors who have 18+ years experience in developing courseware for training centres like CEDTI, DOEACC, RCC, HILTRON and other Training centers.



## Course Material



# Courses - Software Technology

## DCA - DIPLOMA IN COMPUTER APPLICATIONS

**Duration** - 6 Months  
**Eligibility** - 10th

### Course Contents

Computers Fundamentals, Concept of Operating System, MS-DOS, MS-Windows 98/XP, MS-Office (MS-Word, MS-Excel, MS-PowerPoint), HTML/Tally, Multimedia Basic Concepts, Antivirus, Concept of Internet

## ADCA - ADVANCE DIPLOMA IN COMPUTER APPLICATIONS

**Duration** - 12 Months  
**Eligibility** - 10th Computer Operator/ Teacher/ Accountant/ Graphic Designer

### Course Contents

**DCA +**  
Page Maker, Coreldraw, C/C + +, Tally 6.3/7.2/9.0 with VAT, TDS, FBT, Service Tax PD-Seminar, Project Work

## DCAP - DIPLOMA IN COMPUTER APPLICATIONS & PROGRAMMING

**Duration** - 12 Months  
**Eligibility** - 10th Computer Operator/ Teacher/ Programmer

### Course Contents

**DCA +**  
Programming Logics & Techniques, Fox Pro, C/C + +, V.B. with Oracle, SAD, PD-Seminar, Project Work

## DCAD - DIPLOMA IN COMPUTER APPLICATIONS & DESIGNING

**Duration** - 12 Months  
**Eligibility** - 10th Computer Operator/ Teacher/ Web/Graphic Designer

### Course Contents

**DCA+**  
PageMaker, Corel Draw, Photoshop, HTML/Front page, DHTML, VB Script/Dream Weaver, PD-Seminar, Project Work

## MDST - MASTER DIPLOMA IN SOFTWARE TECHNOLOGY

**Duration** - 24 Months  
**Eligibility** - 10th

### Course Contents

<b>Module - I</b> Fundamentals, Windows Vista, Office 2007, HTML/DHTML, Internet, Project	Computer Operator
<b>Module - II</b> C++, C#, DBMS/RDBMS, SQL, Project	Database Manager
<b>Module - III</b> Core Java, Advance Java, Visual Basic, Project	Programmer
<b>Module - IIII</b> .NET, Project in .Net, Website Designing in .Net	Software Developer/ Website Developer



# Courses - Financial Accounting



## DFAT - DIPLOMA IN FINANCIAL ACCOUNTING & TAXATION

**Duration** - 12 Months

**Eligibility** - 10th

Accounts Teacher  
Accountant, Industrial Accountant

### Course Contents

- M-1 **Computer Application** - Basic-Concepts, Operating System - Dos, Windows, MS-Office-Word, Excel, Power Point, Access, Internet.
- M-2 **Manual Accounting** - Basic Concepts, Accounting Principles, Journal Ledger, Subsidiary Books, Bank Reconciliation Statement, Final Accounting, Final Account with Adjustments.
- M-3 **Computerized Accounting** -Tally 9.0, VAT, DTS, Service Tax, FBT, PayRoll, Excise, TCS (Tax Collected at Source).
- M-4 **Advance Accounts** - Company A/c-I, Company A/c-II, Fund Flow & Cash Flow, Ratio Analysis, Budgeting.
- M-5 **Costing** - Introduction, Costing System, Cost classification, Activity based costing
- M-6 **Income Tax** -Direct & Indirect Taxes.
- M-7 **Company Law & Procedure** - Formation of Company, Appointment and Retirement of Directors, Board Meetings, Shareholders Meeting, Share Transfer

and Share Transmission, Customs & Excise Procedure.

- M-8 **Custom Act (Import/Export)** - Documentation & Procedure under Custom Act.
- M-9 **Industrial Law** - E.S.I., E.P.F., Bonus & Gratuity Act.
- M-10 **Banking & Finance** - Banking System in India, Banking Operations, Loans and Advances, Calculation of Interest, E-banking, Final Accounts, Asset Classification and provision on Advances, Foreign Exchange.
- M-11 **Personality Development**

**giving professional  
education a new  
perspective**



# Courses - Hardware & Networking



## ADHN - ADVANCE DIPLOMA IN HARDWARE & NETWORKING

**Duration** - 12 Months

**Eligibility** - 10th

### Course Contents

#### Module-1

##### **Analog & Digital Electronics**

Basic Tools, Basic Of Electornics  
Number System, Digital Logic  
Digital Analog Convertor  
Analog Digital Convertor  
Memory Concepts, Ram/Rom  
Micro Computer And Micro  
Processor Architecture

#### Module II

##### **Computer Hardware & Peripherals**

Inside PC, Components Of Computer  
Tools & Equipments  
The Microprocessor  
Memory Concepts  
The Mother Board  
Secondary Storage-I  
Secondary Storage-II  
Key Board & Mouse  
Trouble Shooting & Optimization  
Cards & Cables Installation  
Computer Assembling  
Upgrading & Trouble Shooting  
Overview Of Laptops

#### Module III

##### **Operating System & Installations**

Introduction Of OS, Types Of OS  
External & Internal Command

Details Of DOS

Printers Connection, Configuration & Trouble Shooting

Preparation Of Installation Of OS, File System (FAT16/FAT32/NTFS/HPFS/EXT/CDES, UDES)

Partition Of Hard Disk With Fdisk, DM (Disk Manager), Partition Magic, Nortron Ghost, NDD  
Formatting With Different Utilities

Creating Emergency Disk

Data Recovery Of Hard Disk

How To Detect & Remove Virus

Installations - Virus Guard, PC Components, Operating System, Software Programmes

#### Module IV

##### **Networking**

Networking Concepts

Installing Cabling, Windows NT Installation

Starting Window NT, Running Windows NT

File System & Disk Management

The Control Panel, User Administration

Printing Administration

Managment Files & Folders

Windows NT Networking

Wireless Networking

Testing & Troubleshooting

Network, DHCP, WINS & DNS

Remote Access Server

Administrating Server

Internet & NT

Shortly Introducing MCSE, CCNA, RHCE



# Courses - Graphics & Multimedia



## DGWD - DIPLOMA IN GRAPHICS & WEB DESIGNING

**Duration** - 6 Months

Computer Operator/ Teacher

**Eligibility** - 10th

Web/Graphic Designer

### Course Contents

PageMaker, CorelDraw, Photoshop,  
HTML/Front page, DHTML, Java  
Script/Dream Weaver

“imparting professional  
job-oriented training  
with **Excellence**”

## Crash Courses

### Crash Courses

Dos/Windows 98	1 Month	Rs. 500
MS-Office	2 Months	Rs. 1500
C/C + +	2 Months	Rs. 1800
VB with Oracle	2 Months	Rs. 1800
Tally	2 Months	Rs. 1800
Internet	15 days	Rs. 500
DTP (Pagemaker, Corel Draw, Photoshop)	3 Months	Rs. 1800
Web Designing (HTML, DHTML, VBScript, Dreamweaver)	3 Months	Rs. 1800

## DMA - DIPLOMA IN MULTIMEDIA & ANIMATION

**Duration** - 18 Months

**Eligibility** - 10th

Animator, Graphic Designer,  
Multimedia Developer,

### Course Contents

#### Module - I

(Graphics & Character Design)

Illustrator Cs2, Photoshop Cs2, Image Ready, Page Maker, Corel Draw X3,  
Express, Concept in Advertising

#### Module - II

(Animation with Character, Web Design)

Sound Forge 7, Adobe Premiere Pro, Animation, Flash Prof Studio 8, Graphics & Animation with  
Flash, HTML, Dreamweaver, 2D Animation

#### Module - III

(Advance Animation)

Sketching Concept for 3D Studio Max 9, Visual Effects, Scripting with Flash, Media Publishing



# Rules & Regulations

- Admission is confirmed after the submission of first month fees & required documents.
- The student is entitled to have the Roll No & I-Card/Life time membership card after the admission.
- The student must carry his/her I-Card in the centre premises.
- Smoking, eating, chewing etc. are strictly prohibited inside the centre premises.
- Student will not bring any visitor/friend/relative in classroom or practical lab.
- Any student seeking batch/branch transfer may have to wait according to the availability.
- The permission of the Centre Director in written is necessary for migration.
- If any student is found misbehaving inside the Institute his/her admission will be cancelled.

## Payment Mode

- All payments are to be paid to the cash counter.
- All payments should be paid by cash/draft.
- Any fees once paid by an applicant cannot be transferred or refundable in any case.

## Payment Installments

- Monthly installment has to be submitted up to 10th of each & every English calendar month.
- After 10th of the month fine will be charged Rs. 10/- per day up to 20th of the month.
- If the student don't pay by 20th day of month his/her name will be struck out from the institute.
- After struck out the name, student has to deposit Rs. 200/- as re-joining fees.

## Enrollment & Registration

Prospectus containing application form for admission can be collected from the nearest study centre by paying Rs. 100/- Applicant has to fill up the form and attach all required documents as mentioned in the "Necessary Enclosures" & submit it on the student co-ordinator's desk along with the admission fee intimated at the time of counseling. Once admitted applicant has to abide by the rules & regulations of the institute.

## Necessary Enclosures

Two passport size photographs are required at the time of admission. One photograph should be affixed on the application form and other should be submitted in the office for identity card. The photostat copies of educational certificates, address proof are also to be submitted.

## Eligibility (For Diploma Programme)

- Candidate seeking admission must have passed Secondary / Sr. Secondary examination or equivalent.
- Candidate must have secured at least 40% marks in aggregate in Secondary/ Sr. Secondary Examination. 5% relaxation of marks is allowed for the following categories:
  - \* Women
  - \* Scheduled tribes/Scheduled Caste
  - \* Other Backward Classes
  - \* Candidates from Rural area.
- Candidates who have appeared in Secondary / Sr. Secondary examination and are expecting 40% marks or above may also apply.



# Admission Form



# ACE

## CENTRE LIMITED

(An ISO 9001:2000 certified Company)

**ANTIL COMPUTER EDUCATION CENTRE LTD.**

An Institute for  
Software Technology  
Financial Accounting  
Hardware & Networking  
Graphics & Multimedia

FOR OFFICE USE ONLY

Roll No.		
Validity	From	To
Scheme		

## ADMISSION FORM

Course Applied for

Code No.

Name   
(In Capital Letters)

Father's/Husband's Name

Occupation (Father's/ Husband's)

Date of Birth  Gender

Nationality  Category

Present Address

Pincode  Tel. No (R)  (M)

Permanent Address

Pincode  Tel. No (R)  (M)

*Affix The  
Recent  
Passport  
Size  
Photograph*

### EDUCATIONAL QUALIFICATION (GIVE DETAILS OF COMPUTER COURSE (S) DONE, IF ANY)

Class	Board/University	Subject/Area	Div./%age	Year

### EXPERIENCE, if any ( Job Done/ Doing)

Name & Address of Employer	Designation	Salary Drawn	WORKING	
			From	To



# Admission Form

## PAYMENT PLAN

ADMISSION AMOUNT ..... TOTAL FEE .....

INSTALLMENT PLAN ..... EXAM. FEE .....

I have read all the rules and regulations and so promise to stand by them. I hereby also declare that the information provided by me is true and subject to verification by ACE CENTRE LTD.

Place : .....

Date : .....

Signature Of Applicant

## FOR OFFICE USE ONLY

Interviewer's Remarks

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Roll No. Allocated

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ASC No.

--

Batch Starting Date

--	--	--	--	--	--

Batch Time

--

Enq. Number ..... Interviewer's Name & Sign. ....

Verified by Team Leader

NOTE : Candidate must submit prescribed application form completed in all respects along with photostat copies of certificate in support of their academic qualification, address proof and experience, if any and two passport size photographs.





## CULTURAL ACTIVITY



## BRILLIANT STUDENTS BEING AWARDED BY MD SURENDER ANTIL



## HAND IN HAND WITH GOVT. - BRILLIANT STUDENTS BEING AWARDED CERTIFICATES





## Authorised Centers in Haryana

<b>Ch. Dadri,(Bhiwani)</b>	Old LIC Wali Gali, Ist Floor, Bus Stand Road, (Randhir Singh #9255917368)
<b>Jui, (Bhawani)</b>	Near Power House, Main Bus Stand, (Sombir #9991736536)
<b>Fatehabad</b>	20, Basement, Palika Bazar (Ishwar Singh # 01667226777, 9354809461 )
<b>Ratia (Fatehabad)</b>	Samarpan academy, Nr. Sachdeva Palace, Tohana Road (Rakesh # 9315533853 Sahil 9315696570)
<b>Barwala (Hisar)</b>	Old Bus Stand (Sunder Lal # 9813411896, 9416011896)
<b>Rajound, Kaithal</b>	Jai Maa Parvati Market (Krishan #9812171217, 9255301746)
<b>Assandh(Karnal)</b>	S.No. 84-85 New Gurudwara Market (Parveen Dhull #9253027550)
<b>Jhajjar</b>	Deshwal market, Near RCM Bazaar , Jhajjar (Vinay # 9728609735)
<b>Birohar(Jhajjar)</b>	Dadri Road, Near Relaince Tower, Sony Colony, Birohar (Naveen Kr. #9813436859)
<b>Safidon (Jind)</b>	Opp. Bus Stand (Somdutt Sharma #9992319892)
<b>Panipat (G T Road)</b>	Basement Hotel Pearl-Plaza, Nr. Naval Cinema (Arun Bazard, #01804019454, 9255562752)
<b>Panipat (Sec.11-12)</b>	Huda Complex, Sec 11-12 (Parveen Kumar #0180-6452005, 9215539735, 9215739735)
<b>Madlounda(Panipat)</b>	Kavi Road, Opp. Bharat Gas Agency, Near Hari Om Hospital (Pardeep Kumar #9996320943)
<b>Samlakha (Panipat)</b>	Mata Puli Road (Subhash #9255530551, 9813744445)
<b>Rohtak (New Bus Stand)</b>	Shiv Market, Kailash Colony, Nr. New bus Stand (Harbir Dalal #9896330094, 986025566)
<b>Kalanour(Rohtak)</b>	Main Bhiwani Road, Opp. Gaushala (Parveen Kumar #01258-223708, 9416424478)
<b>Ganour(Sonipat)</b>	Bega Road, Ganour (Sushil Tyagi #9541360595)
<b>Gohana(Sonipat)</b>	Old Bus Stand, Near Petrol Pump (Bijender Singh #9812506059)
<b>Murthal(Sonipat)</b>	Opp. Tau Devi Lal Mahilla Govt. College (Surender Kumar #0130-2483221, 9813412420)
<b>Palri (Sonipat)</b>	Happy Sr. Sec. School, Palri Kalan ( Chand Antil #9896909657)
<b>Sonipat</b>	Hanuman Mandir Wali Gali, Old D.C.Road (Amit Jain #9416213321)
<b>Sirsa</b>	Railway Mandir, Mall Godown Road (Umesh Kumar # 9315471771 )

## Authorised Centers in Other States

<b><u>Rajasthan</u></b>	
<b>Bharatpur</b>	In Front of S.B.B.I. Bank, Benarayan Gate (Sachin Singhal # 9784577936, 9772652183)
<b>Kathumar, Alwar</b>	Opp. New Modern School Near Bus Stand (Devender Sharma # 9411255629)
<b><u>Delhi</u></b>	
<b>Narela</b>	Ist floor above Indore Bank, Near DTC Bus Terminal (Mukesh Sharma #011-65060669, 9911528718)
<b><u>Uttar Pradesh</u></b>	
<b>Hapur</b>	ATTARPURA CHOPLA, DURGA COMPLEX (RAJIVE KR. # 9719513392, 01223291683)
<b>Meerut</b>	C-202, Ganga Nagar, Mawana Road (Jitender Kumar #9719532474)
<b>Simbhaoli (G.bad)</b>	Railway Road (Vikram Pal #9837407204)
<b>Murad Nagar</b>	Opp. OBC Bank, Main G.T. Road (Anuj Kumar #09259955178)
<b>Muzaffar Nagar</b>	8, Gher Kathi, Gaushala Road, 1st Floor, New Mandi Distt. Muzaffarnagar (Virat Bhargave #9897835786)
<b>Rampur-Maniharn</b>	Gshoti Road, Near Ice Factory (Sanjeev Dhiman #09760975423 )
<b>Mathura</b>	64/610, Opp. Chowki Bagh Bahadur, Near State Bank Circle, Muthura (Rakesh Sharma # 9760025766)
<b><u>Uttarakhand</u></b>	
<b>Srinagar</b>	Opp. Petrol Pump, Badrinath Road (Rajiv Khatri # 9411155008)
<b>Jwalapur (Haridwar)</b>	Near Ram Lila Ground, Jwalapur (Amit Goel # 9897051723)
<b>Karanprayag</b>	Mountaina lodge, prem nagar, Badrinath Road (Deependra Rawat #9412955076, 9997892707)
<b><u>Himachal Pradesh</u></b>	
<b>Jubbil (Shimla)</b>	Near Bus stand (Devender Malik # 09812574166 )

## Regional Offices

### Himachal Pradesh

C/o Angiras Computer Centre, Opp. Himachal Cinema Hall, Nangal Road, Una Contact #01975-223360, 09816426836

### Rajasthan

C/o ACE Centre Limited, In front of S.B.B.J Bank, Benarayan Gate (Sachin Singal # 9784577936, 9772652183)

### Uttar Pradesh

C/o Ace Centre Limited, H.No., 10/470, Avs-Vikas Colony, Delhi Road, Baraut (Manoj Kr. 9997360437, 9558888824)



# ACE

## CENTRE LIMITED

(An ISO 9001:2000 certified Company)

An approved Training  
Provider/Exam Centre  
of TMV, Pune  
(UGC approved University,  
Govt. of India)

### Head Office :

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Bawa Tarana Road  
Sonipat - 131 001  
p : 0130-3240510, 9813034834  
e : info@aceclimited.com  
w : [www.aceclimited.com](http://www.aceclimited.com)