



APEX ACADEMY

LEARN • GROW • SUCCEED

A Premium Vocational & Skill Development Institute

Junior Tech & AI Foundation (Future IT Expert)

Eligibility: Class 4th & Above Students

Duration: 3 Months / 6 Months / 1 Year

Progressive Course Modules

Module 1: Computer Operations & Typing (For 3 Months Duration)

- Foundational Computer Operations & Hardware
- MS Paint: Digital Art & Creative Drawing
- Creating School Projects & Reports
- File Management & Windows Shortcuts
- Typing Mastery: Touch Typing Techniques
- MS Word: Document Formatting & Styling
- Web Navigation & Smart Google Searching
- Keyboard Shortcuts for Fast Workflow

Module 2: Productivity & Safe AI (For 6 Months Duration)

- MS PowerPoint: Creating Interactive Presentations
- MS Excel: Basic Calculation & Data Sorting
- Slide Animation & Transition Effects
- Canva for Kids: Designing Posters & Cards



APEX ACADEMY - Junior IT Syllabus (Continued)

Module 3: Logic Building & Coding (For 1 Year Duration)

- Introduction to Scratch / Block Coding
- Creating Mini Interactive Games
- Basic Web Logic (Introduction to HTML)
- Understanding Digital Footprints
- Logic Building & Algorithmic Thinking
- Animation and Storytelling via Code
- Internet Safety & Cyber Security for Kids
- Final Project: Developing a Mini App/Game

Course Skills & Learning Outcome

Course complete karne ke baad bache computer operations aur MS Office mein puri tarah expert ban jayenge. Unki English typing speed fast hogi, logic building (block coding) se unka mind sharp hoga, aur wo school projects ke liye Canva aur AI tools ka safe aur smart istemal karna seekh jayenge. Yeh course unhe future ki IT skills ke liye 100% ready karta hai.

Apex Academy | YSS India

Campus: D-Block, Gali No. 21, Opp. Sangram Property, Lal School Road, Dass Garden, Baprola, New Delhi

Admission Helpline: +91 9818799629, 99104 12100

Website: apex.icsed.org.in