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HARTRON DEO Exam Pattern 2019

SI.NO	Name of the Topics
1	MS Office
2	Internet, HTML/DHTML
3	Windows & Computer Fundamentals
4	Networking

HARTRON DEO SYLLABUS 2019

MS Office Syllabus

- Word
- Excel
- PowerPoint
- Windows Explorer

Internet Syllabus

- Firefox
- Browsers
- Options and Settings

Windows & Computer Fundamentals Syllabus

- Drives
- Concept of Multimedia
- File Management basics
- Lock your computer
- Hardware
- Software
- Setting & Protection of Computer Room and Computer
- Concept of E-mail / Internet / Extranet, World Wide Web (WWW)
- Number System
- IT Policy of Nepa

Networking

- Introduction to computer
- Basic Networking concepts
- Inside the PC
- Introduction to various networking devices

- Network basic and configuration
- Introduction to servers and network Security