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TECHNICAL EDUCATION & VOCATIONAL TRAINING AUTHORITY

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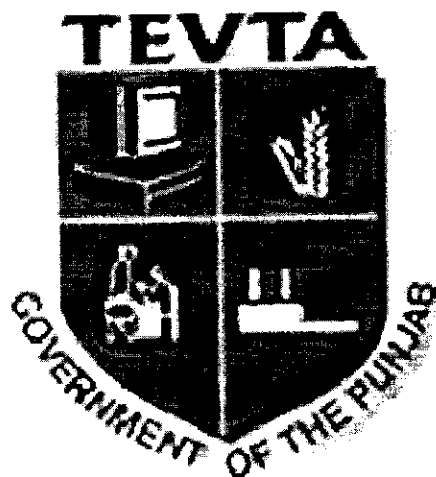
CURRICULUM FOR

WEB DESIGNING

(6 – Months Course)
Revised April 2016

APPROVED
Date: 7- 4 - 16
Sign

CURRICULUM SECTION
ACADEMICS DEPARTMENT
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gm.acad@tevta.gop.pk, manager.cur@tevta.gop.pk

TRAINING OBJECTIVES

On completion of the course, students should be able to demonstrate an understanding of the following:

- Basic understanding of the world-wide web and the main components which make up the internet

- Understand the basis of constructing a website and the background of HTML and how the web page files are structured

- Understand the principles of a table based layout and how table tags are used in the designing as well as adding of contents to the webpage

- Knowledge of using graphics and fonts for web design and the importance of page structure and layout

- Understand the key components of designing a web page, layout considerations, site planning and implementing site navigation

- Be able to create a website, save and publish to the web via the Remote Web Site feature

- Concepts of how the pages are published on the web and key file names involved and basic directory structures

- Appreciate the difference between a table based layout and one using cascading style sheets

- Understand basic concepts of Cascading Style Sheets and the main styles required for setting up the structure of the web-site and general styling of navigations menu

- Build a CSS based template and use it to construct the website

- Understanding the graphic designing rules & regulations and using the features of graphic designs tools for making webpage layouts

- Understand the functions of animations on a webpage such as banners, adds, newsflash etc.

- Understand the use of scripting for a webpage

- Building website using the modern Technologies like WordPress, JQuery, Dream Weaver, Java Scripting
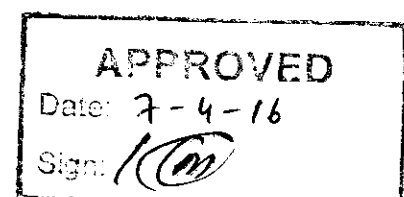
CURRICULUM SALIENT'S

|	
Entry Level	Intermediate with 3-Months Certification / Diploma in computer
Duration of course	6 - Months
Total Training Hours	800 Contact Hours
Training Methodology	Practical 90% Theory 10%
Medium of Instruction:	English / Urdu

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SKILL COMPETENCY DETAILS

On the successful completion of this course, the trainee should be able to:-

1.   Work with CorelDraw X7

2.   Work with Adobe Photoshop

3.   Understand the use of WordPress to manage website

4.   Create a website using WordPress

5.   Create web pages using HTML

6.   Work with Cascade Style Sheets

7.   Create website using Adobe Dreamweaver

8.   Work with JQuery for animation and multimedia pages

9.   Create Interactive website/ pages with simple scripts using Java Script

10.   Develop dynamic websites using these advance tools

11.   Embed external scripts in self created Web Pages

12.   Browse the web to find, download and modify website templates

13.   Host a website on internet

14.   Update online website

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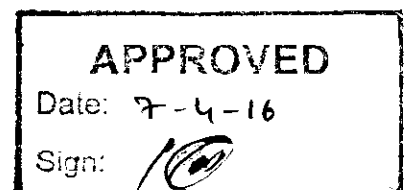
KNOWLEDGE PROFICIENCY DETAILS

On successful completion of this course the trainee should be able to:-

1. Define the term "web designing"

2. Describe the significance of web designing

3. Understand the role of a web designer

4. Have the knowledge of latest web designing tools

5. Explain the various functions of CorelDraw X7

6. Create graphic designs using the capability of CorelDraw's advanced and distinctive features

7. Explain the various functions of Adobe Photoshop, to shape up the images to its height of professionalism

8. Explain the various functions of Word Press

9. Understand Word Press themes, plugins and widgets

10. Explain the various functions of HTML5 and XHTML

11. Explain the various functions of Cascade Style Sheets

12. Explain the various functions of Macromedia Dream Weaver

13. Explain the various functions of JQuery for multimedia

14. Explain the various functions of Java Scripting

15. Develop interactive, dynamic and static websites using these tools

16. Explain the significance of web development

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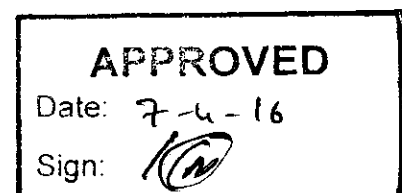
SCHEME OF STUDIES
Web Designing Course
(6-Months)

S. No	Main Topics	Theory Hours	Practical Hours	Total Hours
1	Introduction to Web Designing & Technologies	20	0	20
2	CorelDraw X7	-	100	100
3	Adobe Photoshop	-	80	80
4	WordPress	-	80	80
5	HTML5, XHTML & Cascading Style Sheets	-	100	100
6	Adobe Dreamweaver CC	-	80	80
7	JQuery for animation and multimedia	-	80	80
8	Java Scripting	-	100	100
9	Web Servers: Uploading the Websites/ pages to the internet	-	80	80
10	Functional English	16	64	80
	Total	**36**	**764**	**800**

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DETAIL OF COURSE CONTENTS
Web Designing Course
(6-Months)

Sr. No.	Detail of Topics	Theory Hours	Practical Hours
1.	**Introduction to Web Designing & Technologies**	20	
	1.1 What is web designing		
	1.2 Significance of web designing		
	1.3 Career / role of a web designer		
	1.4 Characteristics of an ideal website		
	1.4.1 Design Pattern & Best Practices		
	1.4.2 What are search engines & how do they work		
	1.4.3 Optimizing website for fast browsing & search engines		
	1.5 Latest web designing tools		
	Introduction to Web Designing Technologies		
	1.6 CorelDraw		
	1.7 Adobe Photoshop		
	1.8 JQuery / Flash		
	1.9 HTML5, XHTML		
	1.10 Cascading style sheets		
	1.11 WordPress		
	1.12 Adobe Dreamweaver CC		
	1.13 Java scripting		
	1.14 Web Servers: Managing/ Uploading websites		
	1.15 Other technologies		
2.	**CorelDraw X7**		100
	2.1 Introduction to Corel draw		
	2.1.1 The Startup Screen		
	2.1.2 Title Bar		
	2.1.3 Menu Bar		
	2.1.4 Standard Toolbar		
	2.1.5 Property Bar		
	2.1.6 Other Toolbars		

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2.1.7   Toolbox

2.1.8   Flyout

2.1.9   Color Palette

2.1.10 Status Bar

2.1.11 Drawing Window

2.1.12 Dialog Boxes

2.1.13 Dockers

2.1.14 Customizing workspaces

2.1.15 Customizing the interface

2.1.16 Sharing workspaces

2.2   Drawing / modifying predefined shapes

    2.2.1   Rectangles

    2.2.2   Ellipses

    2.2.3   Polygons

    2.2.4   Spirals

    2.2.5   Graph Paper

    2.2.6   Perfect Shapes

    2.2.7   Smart Drawing Tool

2.3   Drawing freehand shapes & lines

    2.3.1   Freehand Tool

    2.3.2   Bezier Tool

    2.3.3   Artistic Media Tool

    2.3.4   Pen Tool

    2.3.5   Polyline Tool

    2.3.6   3-Point Curve Tool

    2.3.7   Dimension Tool

    2.3.8   Callouts

    2.3.9   Interactive Connector Tool

2.4   Creating & Manipulating Text

    2.4.1   Artistic text

    2.3.1   Paragraph text

    2.3.2   Converting between artistic & Paragraph text

    2.3.3   Changing case

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2.3.4   Insert character

2.5   Selecting & transforming objects

     2.5.1   Selecting objects

     2.5.2   Manipulating objects (positioning, locking, resizing, rotating, skewing etc.)

     2.5.3   Free transformation tools

2.6   Shaping objects

     2.6.1   Shape tool

     2.6.2   Knife tool

     2.6.3   Eraser tool

     2.6.4   Smudge brush tool

     2.6.5   Roughen brush tool

     2.6.6   Virtual segment delete tool

2.7   Color, Fills & Color management

     2.7.1   Color (RGB, process, spot, using Color)

     2.7.2   Fills (uniform, fountain, pattern, full Color patter, bitmap pattern, texture, postscript, mesh)

     2.7.3   Secrets of Color management (matching, creating device profiles, swatch books)

2.8   Outlining objects

     2.8.1   Setting outline attributes

     2.8.2   Outline defaults

     2.8.3   Using property bar

     2.8.4   Outline pen dialog box

     2.8.5   The outline fly-out

     2.8.6   Converting outlines to objects

     2.8.7   Miter limit

2.9   Viewing, Zooming & Panning

     2.9.1   Viewing types

     2.9.2   Zooming

     2.9.3   View manager

2.10   Object ordering, layers & the object manager
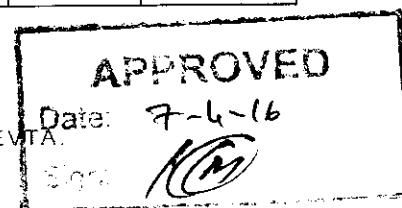
     2.10.1   Ordering objects

2.10.2   The object manager

2.11   Rulers, guidelines & grids

  2.11.1   Rulers

  2.11.2   Guidelines

  2.11.3   Grids

  2.11.4   Snaps to objects

2.12   Combining , grouping & converting to curves

  2.12.1   Combining

  2.12.2   Breaking apart

  2.12.3   Grouping & ungrouping

  2.12.4   Converting to curves

2.13   Weld, trim, intersect & more

  2.13.1   Add shapes together with weld

  2.13.2   Slicing off the perfect shape with trim

  2.13.3   Intersecting

2.14   Align, Distribute, Duplicate, Copy, Paste & Symbols

  2.14.1   Aligning objects

  2.14.2   Distributing objects

  2.14.3   Smart duplication

  2.14.4   Copy & Paste

  2.14.5   Symbols

2.15   Enveloping, Distortion & Perspective

  2.15.1   Enveloping

  2.15.2   Distortion

  2.15.3   Perspective

2.16   Extruding

  2.16.1   Extruding objects

  2.16.2   Interactive extrude tool

  2.16.3   EZ metrics

2.17   Blending, Contouring & Drop shadows

  2.17.1   Blends

  2.17.2   Contour

  2.17.3   Drop shadows

2.18   Lens, transparency & power clip

    2.18.1   Lens

    2.18.2   Interactive transparency tool

    2.18.3   Power clip

2.19   Fitting text to a path

    2.19.1   Basics

    2.19.2   Using menu commands to put text on a path

    2.19.3   Interactively putting text on a path

    2.19.4   Text on a closed path

    2.19.5   Text on a open path

    2.19.6   Interactively moving all text

    2.19.7   Interactively moving characters

    2.19.8   Hiding the path

    2.19.9   Editing the text and path

    2.19.10   Fit objects ot path

2.20   Scanning & tracing bitmaps

    2.20.1   Start with scan

    2.20.2   Vector zing text

    2.20.3   Digitizing the artwork

2.21   Opening, importing, saving & exporting files

    2.21.1   Open

    2.21.2   Save

    2.21.3   Import

    2.21.4   Export

2.22   Page setup

    2.22.1   Using the property bar

    2.22.2   Page setup dialog box

    2.22.3   Page sorter

    2.22.4   Printing a file

2.23   Publishing PDF files

    2.23.1   Preparing a file for PDF

    2.23.2   Publish to PDF

    2.23.3   Modifying PDFs with acrobat

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	2.24	Writing tools		
		2.24.1	Find & replace	
		2.24.2	Quick correct	
		2.24.3	Spell checker	
		2.24.4	Grammatik	
		2.24.5	Thesaurus	
		2.24.6	Languages	
		2.24.7	Text statistics	
		2.24.8	Documents info	
	2.25	Fonts, font management & typography		
		2.25.1	Font formats	
		2.25.2	Choosing a font format	
		2.25.3	Basic typography	
	2.26	Web graphics		
		2.26.1	Suitable file format for a web page	
		2.26.2	Using correct Colors	
		2.26.3	How big is the browser window	
		2.26.4	How big should the files be?	
	2.27	Fixing digital photos		
		2.29.1	File formats	
		2.29.2	Image size	
		2.29.3	Brightness / contrast	
		2.29.4	Color adjustment	
		2.29.5	Sharpening	
		2.29.6	Red eye removal	
		2.29.7	Fat reduction	
		2.29.8	Adding text	
		2.29.9	Framing photos	
3.	**Adobe Photoshop CC**			80
	3.1	Getting started with Photoshop		
		3.1.1	Open Adobe Photoshop	
		3.1.2	Document	
		3.1.3	Option bar and other Panels	

3.2	Tool box		
	3.2.1	Marquee	
	3.2.2	Move	
	3.2.3	Lasso	
	3.2.4	Magic wand	
	3.2.5	Slice	
	3.2.6	Airbrush	
	3.2.7	Paintbrush	
	3.2.8	Clone stamp	
	3.2.9	history brush	
	3.2.10	Eraser	
	3.2.11	Gradient	
	3.2.12	Blur	
	3.2.13	Dodge	
	3.2.14	Path selection	
	3.2.15	Type	
	3.2.16	Rectangle	
	3.2.17	Note	
	3.2.18	Eyedropper	
	3.2.19	Hand	
	3.2.20	Zoom	
	3.2.21	Foreground and background	
	3.2.22	Jump to image ready	
	3.2.23	Palettes	
	3.2.24	Info bar	
3.3	Layers		
	3.3.1	Layer Basics	
	3.3.2	Layer Panel	
	3.3.3	Visible layers	
	3.3.4	Linking and locking layers	
	3.3.5	Merging layers	
	3.3.6	Moving and Aligning layers	
	3.3.7	Layer effect	

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	3.3.8 Layer sets		
	3.4 Moving		
	3.5 Selecting		
	3.6 Lasso		
	3.7 Magic wand		
	3.8 Erasing		
	3.9 Type/text		
	3.10 Pen tool		
	3.11 Mask and channels		
	3.11.1 Quick mask		
	3.11.2 Channels		
	3.12 Color on screen and in print		
	3.12.1 Resolutions		
	3.12.2 Color		
	3.12.3 Color for print		
	3.12.4 duotone		
	3.13 Saving and exporting		
	3.13.1 Formats		
	3.13.2 Saving for the web		
	3.14 Photoshop and Web		
	3.14.1 Creating Web and Email friendly images		
	3.14.2 Animating a GIF		
	3.14.3 Slicing an existing image		
4.	**WordPress**		80
	4.1 Why WordPress?		
	4.2 Dashboard and Settings		
	4.3 Working with Content		
	4.3.1 Post		
	4.3.2 Pages		
	4.3.3 Media Files		
	4.3.4 Links		
	4.4 Importing Content.		
	4.4.1 Importing Blogs		

	4.4.2 Importing HTML files			
	4.5 Creating WordPress Themes			
	4.5.1 Using Widgets			
	4.5.2 Using Menus			
	4.5.3 Turning HTML into a Theme			
	4.5.4 Template Tags			
	4.5.5 Theme Files			
	4.5.6 Listing Contents			
	4.5.7 Styling Content			
	4.5.8 Creating Navigation Manus			
	4.5.9 Theme Functions			
	4.5.10 Search Engine Optimization (SEO)			
	4.6 Creating Widgets			
	4.7 Creating Plugins			
5.	**HTML5, XHTML & Cascading Style Sheets**			100
	5.1 Getting started			
	5.1.1 Create the "Hollo World" page			
	5.1.2 View the page in a browser			
	5.1.3 XHTML 1.0			
	5.1.4 XHTML 2.0 and the backlash			
	5.1.5 HTML5 moving forward!			
	5.1.6 HTML5 design principles			
	5.1.7 Supporting existing content			
	5.1.8 existing content			
	5.2 Format pages and text			
	5.2.1 Change fonts			
	5.2.2 Change text size			
	5.2.3 Change the text weight			
	5.2.4 Change text color			
	5.2.5 Align text			
	5.2.6 Indent text			
	5.2.7 Create list			
	5.3 Create links to new pages			

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5.3.1   Step 1: create a new page

5.3.2   Step 2: link to the new page

5.4 Create e-mail and external links

5.4.1   Create an e-mail link

5.4.2   Link to an external site

5.5 Insert and align graphics

5.5.1   Capture a graphic from the web

5.5.2   Insert a graphic

5.5.3   Align a graphic

5.5.4   Format of graphic

5.5.5   Insert more graphics

5.6 Create a basic navigation system

5.6.1   Link basic to the home page

5.6.2   Link pages to each other

5.6.3   Use graphics as links

5.7 Change page and link color

5.7.1   Change background color of page

5.7.2   Change link colors

5.8   Creating Tables

5.8.1   Table elements and attributes

5.8.2   Adding a caption to a table

5.8.3   Nested tables

5.9   Creating forms

5.9.1   Introducing forms

5.9.2   Form Controls

5.9.3   Focus

Cascade Style Sheets

5.10 Overview of cascading style sheets

5.11 Elements that make up a style sheet

5.11.1   Rules

5.11.2   Selectors

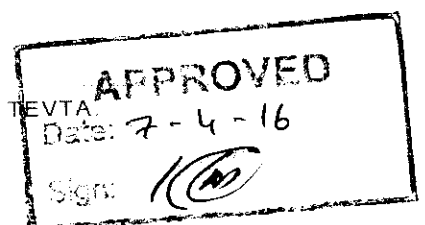5.11.3   Declarations

5.11.4   Values

5.11.5	Including CSS in a document	
5.12	creating custom CSS	
5.12.1	CSS syntax	
5.12.2	CSS ID & class	
5.12.3	CSS how to	
5.12.4	Styling backgrounds	
5.12.5	Styling text	
5.12.6	Styling fonts	
5.12.7	Styling links	
5.12.8	Styling lists	
5.12.9	Styling tables	
5.12.10	CSS box model	
5.12.11	CSS border	
5.12.12	CSS outline	
5.12.13	CSS margin	
5.12.14	CSS padding	

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			80
6.	**Adobe Dreamweaver CC**		
	6.1 Adobe Dreamweaver CC basics		
	6.1.1 Introduction Adobe Dreamweaver CC		
	6.1.2 Quick start		
	6.1.3 Touring Dreamweaver		
	6.1.4 Setting your preferences		
	6.1.5 Setting up a site		
	6.2 Web design and layout		
	6.2.1 Accessing the code directly		
	6.2.2 Working with text		
	6.2.3 Inserting images		
	6.2.4 Establishing web links		
	6.2.5 Setting up tables		
	6.2.6 Interactive forms		
	6.2.7 Creating lists		
	6.2.8 Making client-side image maps		
	6.2.9 Using frames and framesets		
	6.3 HTML and Dreamweaver		
	6.3.1 Building style sheet web pages		
	6.3.2 Working with layers		
	6.3.3 Working with timelines		
	6.3.4 Using behaviors		
	6.4 Adding multimedia elements		
	6.4.1 Fireworks integration		
	6.4.2 Inserting flash and shockwave elements		
	6.4.3 Adding video to your web page		
	6.4.4 Using audio on your web page		
	6.5 Customizing Dreamweaver		
	6.6 Browsing for website templates		
	6.7 Using templates to create a website		
7.	**JQuery**		80
	7.1. jQuery Basics 7.1.1 Including the jQuery Library Code in an HTML page 7.1.2 Executing jQuery/JavaScript Coded After the DOM Has Loaded but Before Complete Page		

7.1.3 Selecting DOM Elements Using Selectors and the jQuery Function
7.1.4 Filtering a Wrapper Set of DOM Elements
7.1.5 Finding Descendant Elements Within the Currently Selected Wrapper Set
7.1.6 Returning to the Prior Selection Before a Destructive Change
7.1.7 Including the Previous Selection with the Current Selection
7.1.8 Traversing the DOM Based on Your Current Context to Acquire a New Set of DOM Elements
7.1.9 Creating, Operating on, and Inserting DOM Elements
7.1.10 Removing DOM Elements
7.1.11 Replacing DOM Elements
7.1.12 Cloning DOM Elements
7.1.13 Getting, Setting, and Removing DOM Element Attributes
7.1.14 Getting and Setting HTML Content
7.1.15 Getting and Setting Text Content
7.1.16 Using the $ Alias Without Creating Global Conflicts

7.2. Selecting Elements with jQuery
7.2.1 Selecting Child Elements Only
7.2.2 Selecting Specific Siblings
7.2.3 Selecting Elements by Index Order
7.2.4 Selecting Elements That Are Currently Animating
7.2.5 Selecting Elements Based on What They Contain
7.2.6 Creating a Custom Filter Selector

7.3. Beyond the Basics
7.3.1 Looping Through a Set of Selected Results
7.3.2 Reducing the Selection Set to a Specified Item
7.3.3 Convert a Selected jQuery Object into a Raw DOM Object
7.3.4 Getting the Index of an Item in a Selection
7.3.5 Making a Unique Array of Values from an Existing Array
7.3.6 Performing an Action on a Subset of the Selected Set

7.4. jQuery Utilities
7.4.1 Features with jQuery.support
7.4.2 Iterating Over Arrays and Objects with jQuery.each
7.4.3 Filtering Arrays with jQuery.grep
7.4.4 Iterating and Modifying Array Entries with jQuery.map
7.4.5 Combining Two Arrays with jQuery.merge

7.5. Faster, Simpler, More Fun
7.5.1 Removing Redundant Repetition
7.5.2 Formatting jQuery Chains
7.5.3 Use of .radioClass( ) method
7.5.4 Custom Iterator
7.5.5 Use of .toggleCheck( ) plugin
7.5.6 Profiler
7.5.7 Making Fewer Server Requests

7.6. Dimensions
7.6.1 Dimensions of the Window and Document
7.6.2 Dimensions of an Element
7.6.3 Offset of an Element
7.6.4 Scrolling an Element into View
7.6.5 Centering an Element Within the Viewport
7.6.6 Switching Stylesheets Based on Browser Width

7.7. Effects
7.7.1 Hide, Show effects
7.7.2 Sliding and Fading Elements
7.7.3 Toggle and Animate effects
7.7.4 Applying Sequential Effects
7.7.5 Stopping and Resetting Animations

7.8. Events
7.8.1 Events, bind( ) and unbind( )

		7.8.2 Events used in jQuery (i.e. Mouse, Keyboard, browser etc. events)
		7.8.3 Reusing a Handler Function with Different Data
		7.8.4 Removing an event
		7.8.5 Triggering Specific Event Handlers
		7.8.6 Passing Dynamic Data to Event Handlers
		7.8.7 Stopping the Handler Execution Loop
		7.9. Advanced Events
		   7.9.1 Use of jQuery.ready( )
		   7.9.2 Speeding Up Global Event Triggering by using jQuery.trigger( )
		   7.9.3 Creating Your Own Events
		7.10. HTML Form Enhancements from Scratch
		   7.10.1 Focusing a Text Input on Page Load
		   7.10.2 Use of jQuery.attr() and .removeAttr() methods
		   7.10.3 Selecting Radio Buttons Automatically
		   7.10.4 Deselecting Checkboxes
		   7.10.5 Adding and Removing Select Options using .appendTo( ) method.
		   7.10.6 Submitting a Form Using Ajax
		7.11. HTML Form Enhancements with Plugins
		   7.11.1 Validating Forms
		   7.11.2 Creating Masked Input Fields
		   7.11.3 Autocompleting Text Fields
		   7.11.4 Selecting a Range of Values
		   7.11.5 Uploading Files in the Background
		   7.11.6 Limiting the Length of Text Inputs
		   7.11.7 Displaying Labels Above Input Fields
		   7.11.8 Choosing a Date
		7.12. jQuery Plugins
		   7.12.1 Downloading jQuery Plugins
		   7.12.2 Writing Your First jQuery Plugin
		   7.12.3 Passing Options into Your Plugin
		   7.12.4 Using the $ Shortcut in Your Plugin
		   7.12.5 Supporting the Metadata Plugin
		   7.12.6 Unit Testing Your Plugin with QUnit
		7.13. Interface Components from Scratch
		   7.13.1 Creating Custom Tool Tips
		   7.13.2 File-Tree Expander
		   7.13.3 Tabbing Through a Document
		   7.13.4 Simple Modal Window
		   7.13.5 Building Drop-Down Menus
		   7.13.6 Sliding Panels
		7.14. User Interfaces with jQuery UI
		   7.14.1 Including the Entire jQuery UI Suite
		   7.14.2 Including an Individual jQuery UI Plugin or Two
		   7.14.3 Initializing a jQuery UI Plugin with Default Options
		   7.14.4 Getting and Setting jQuery UI Plugin Options
		   7.14.5 Creating a jQuery UI Music Player
		7.15. jQuery UI Theming
		   7.15.1 Styling jQuery UI Widgets with ThemeRoller
		   7.15.2 Overriding jQuery UI Layout and Theme Styles
		   7.15.3 Applying a Theme to Non-jQuery UI Components
		7.16. jQuery, Ajax, Data Formats: HTML, XML, JSON, JSONP
		   7.16.1 jQuery and Ajax
		   7.16.2 Using Ajax on Your Whole Site
		   7.16.3 Using Simple Ajax with User Feedback
		   7.16.4 Using Ajax Shortcuts and Data Types		

8.	**Java Scripting**			100
	8.1 Introduction			

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	8.1.1 What is a script
	8.1.2 What is JavaScript
	8.1.3 Why to use Java Scripts
	8.2 JavaScript Syntax
	     8.2.1 Basic rules
	     8.2.2 Dot notation
	     8.2.3 Square bracket notation
	     8.2.4 Where to write JavaScript
	     8.2.5 JavaScript Objects, methods, properties
	     8.2.6 Event handler
	8.2 Inserting a Script and HTML document
	8.3 How to find free JavaScript online
	8.4 Using external java Script files		

|			80
9.	**Web Hosting**		
	9.1 What is Web Hosting		
	9.2 Hosting Features		
	9.3 Free Web Hosting		
	9.4 Shared or Dedicated Hosting		
	9.5 Popular web hosting service providers		
	9.6 Acquiring Web Space		
	9.7 Uploading website on web space		
	9.8 Maintaining & Updating a website		
	9.9 What is domain name		
	9.10 Choosing the best domain name for a website		
	9.11 Hosting technology		
	Total	20	700

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LIST OF PRACTICALS
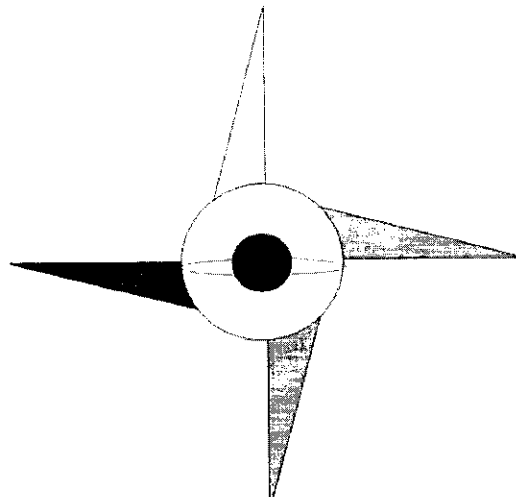
Corel Draw

Prepare as per given samples

Once each practice exercise is complete, save as **Exercise and the applicable number**, in your **Corel Draw folder**. E.g. Exercise 1, Exercise 2, etc.

Exercise 1
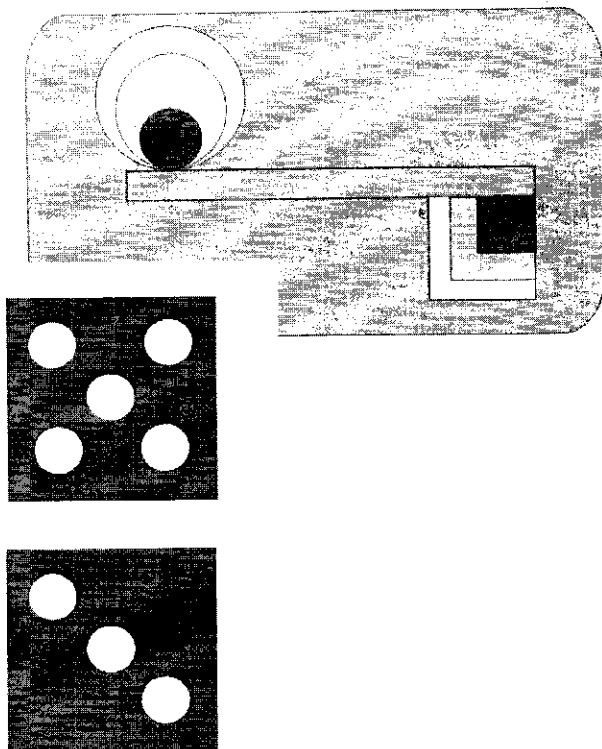
Tips
- To draw the rounded rectangle, draw a regular rectangle using the rectangle tool and then increase the rectangle corner roundness to 40 (found on the property toolbar)
- To add colour to the shapes, select the desired shape and click on the desired colour
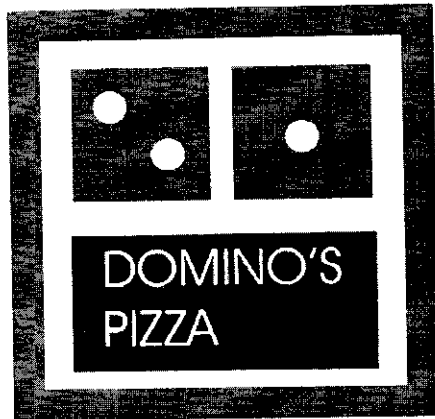
Tips
To create a triangle;
1. Draw a rectangle
2. Select Arrange, Convert to Curves from the Menu toolbar
3. Using the Shape tool, click the top left hand corner and then hit the Delete key on your keyboard

To rotate an object;
1. While clicked on the triangle, select Arrange/Transformations/Rotate from the Menu toolbar
2. Increase the angle degree to 90 and click Apply to Duplicate.

Tips
- To draw a perfect square hold down the Ctrl button while using the Rectangle tool and to draw a perfect circle hold down the Ctrl key while using the Ellipse tool
- To duplicate an object, select the object you wish to duplicate and then hold down the Ctrl and D key at the same time
- Grouping Objects – using the Pick tool, highlight all the objects you wish to group and then select Arrange/Group from the Menu toolbar

Exercise 4

Exercise 5

Tips
- Draw the largest square using the rectangle tool and the Ctrl key
- While clicked on the square select Arrange/Transformations/Scale from the Menu toolbar
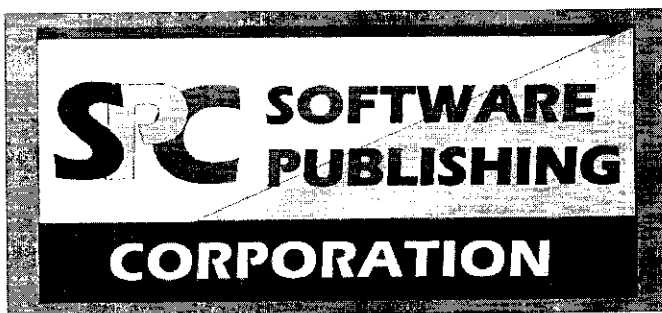- Change the Horizontal and Vertical scale to 85% and click Apply to Duplicate

Tips
- To draw the triangle, select the Polygon tool and change the number of points to 3 (found on the Property toolbar)

Text Style
- Hom and Car – Bookman Old Style size 100
- E – Bookman Old Style size 200

Exercise 6

Exercise 7

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Corel Draw Practice Exercises with Effects

|	
Tips • To arrange the letter and shapes to overlap you need to use Arrange/Order (and then select the needed option) from the Menu toolbar **Text Style** • SPC – Eras Bold ITC size 125 • Software Publishing and Corporation – Eras Bold ITC size 48	**Tips** • To Insert an object, select the File menu and then Import • The flowers can be found in ClipArt, using this path; **I drive/Clipart/Draw 10/Collection/Flowers** • Once in the Flowers folder import carnation.cdr and flowiris.cdr • You must then rotate and overlap to two flowers • To outline your shapes in red, select the

Exercise 8
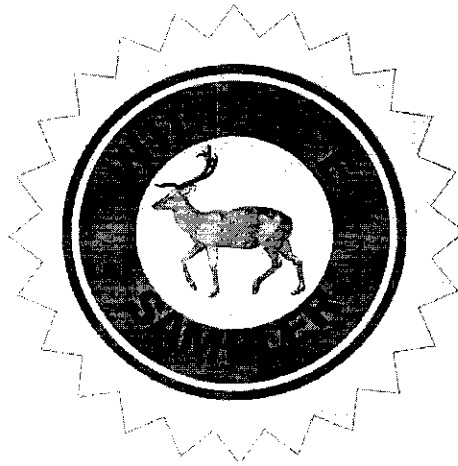
Exercise 9
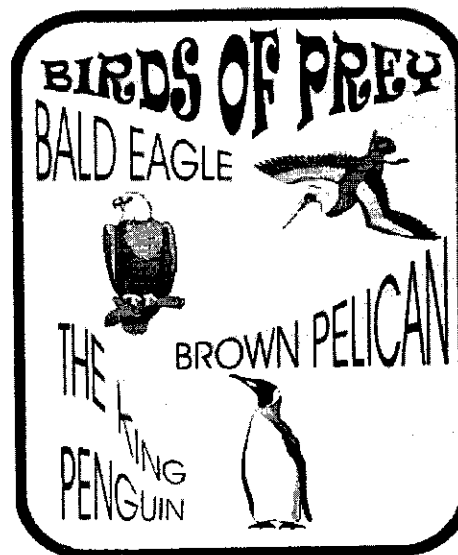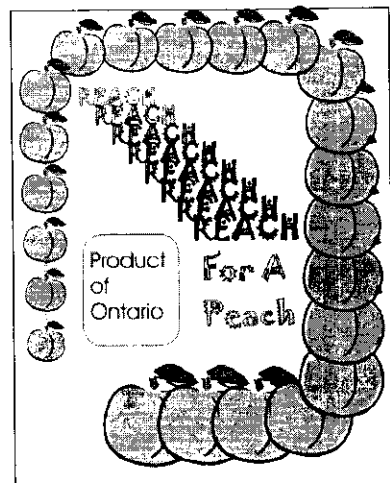
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Exercise 10
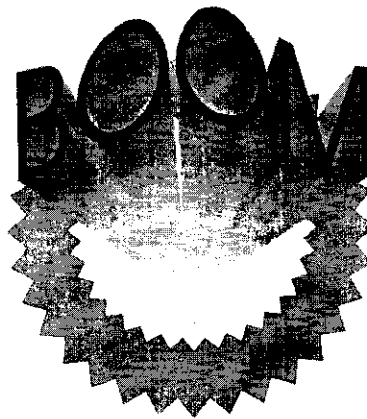
Exercise 11

Graphic Designing using Adobe Photoshop

1. Use of Brushes
2. Selection Tools
3. How to use layers in designing
4. Make a page using blended mode
5. Using Transform Tools
6. How to implement a masking on different photos
7. Show how an image adjustment is used
8. Using clone stamp feature on a photo
9. How to apply filters
10. Apply layer style on a photo

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WordPress

1. Explore the WordPress Dashboard
2. Use the wordPress admin Bar
3. Explore WordPress Settings
4. Create a WordPress post
5. Add links in WordPress
6. Add images to posts and pages
7. Format WordPress posts
8. Schedule WordPress posts
9. Create a WordPress page
10. Apply WordPress page template
11. Install WordPress plugins
12. Install WordPress themes
13. Use WordPress widgets
14. Create a custom menu in WordPress
15. Manage comments in WordPress
16. Create users in WordPress
17. Set search engine optimization in WordPress

Web designing using HTML & Cascading Style Sheets

1. Design one HTML page by applying tags of Bold, Italic, Underline, Marquee, and background colour.
2. Design an HTML page with at least two links like (www.yahoo.com, www.google.com) with background image on the page.
3. Write an HTML document with an example of Ordered List and Unordered List.
4. Write an HTML document with an example of Table format to print your Bio-Data.
5. Write an HTML document with an example of Table format to print your Telephone Bill.
6. Develop a complete web page using Form for patient- information with Frames and Frameset which gives the Information about Hospital.

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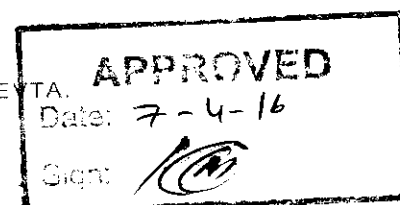
7. Write an HTML code for designing the subscription form of mail account in the e-mail website with appropriate fields.

8. Write an example of Style Sheet.

9. Create an HTML document of giving details of your name, age, telephone no, address and enrolment no, aligned in proper order.

10. Write HTML code to create a web page of green color and display a greeting message in yellow color.

11. Use Cascade Style Sheets to define the themes, font, font size, colour and headings and general format of the webpage.

Web designing using Dreamweaver

1. Create a table in Dreamweaver

2. Develop a template for a user fill in an application

4. Design a web page using Cascading Style Sheets

5. Arrange a page showing a numbered or ordered list

6. Make one page of rollover images

7. Apply anchors on a page for quick navigation

8. Provide a link on a page that opens a new, smaller browser window

9. Develop an image map in Dreamweaver

10. Create a page using META tags, keywords and descriptions into a page

11. Wrapping text around an image

12. Using HTML styles (for text)

13. Making a Web form

14. Enhancing layout with invisible pixel GIFs

15. Using "Make Column Autostretch" for layout tables

16. Inserting "mailto" links

17. Putting a search engine on your site (not Dreamweaver function - see me for help)

18. Inserting a page background image or creating a colored page background

19. Changing background colors, borders, cell padding, etc. in tables

20. Using layers to layout a page

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Java Script
1. Insert JavaScript Code in HTML File
2. Declare three variables in JavaScript
3. Add comments to JavaScript code
4. Declare, define and call user-defined functions in JavaScript
5. Use prompt () function
6. Use getElementById function
7. Use arithmetic operators to calculate two given numbers
8. Use conditional Statements to show passing grades
9. Use loops to add 10 given numbers
10. Create a drop down menu with 3 options for site navigation

Animation Designing using JQuery and Swish Max

1. Write two action scripts for click

2. Inter Frame navigation script

3. Write text and apply effects

4. Draw a circle and change colour

5. Import an image into JQuery

6. Use URL and mailto links in JQuery.

7. Draw OK and Cancel Button. Apply animations also.

8. Create scrolling text and apply alternate effects

9. create a motion panel

10. Apply 3D spin effects to text

11. Apply vortex, wave, typewriter effects to text

12. Apply play sound action

13. Design a page using JQuery with playing sounds and video clips

Uploading Website
1. Create a website of your college consisting three web pages
2. Use FTP to upload this website

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SCHEME OF STUDIES
Functional English

S.No	Main Topics	Theory Hours	Practical Hours	Total Hours
1.	Use of past indefinite tense	2	6	8
2.	Use of 'was' 'were' ' questions and negatives	3	6	8
3.	Explaining a situations/ analysis	2	6	8
4.	Communication in writing	2	6	8
5.	Comprehension	1	6	7
6.	Application/ C.V.	1	6	7
7.	Dialogues	1	9	10
8.	Understand vocabulary	1	3	4
9.	Writing complaints/ answers to complaints	1	9	10
10.	Interviews	2	7	10
	Total	**16**	**64**	**80**

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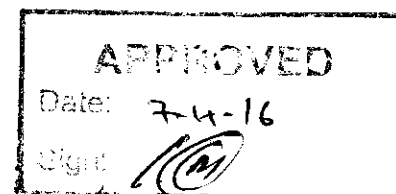
DETAIL OF COURSE CONTENTS
Functional English

S. No	Detail of Topics	Theory Hours	Practical Hours
1	**Use of past indefinite tense** 1.1 Describing past events	2	6
2	**Use of 'was' 'were' ' questions and negatives**	2	6
3	**Explaining a situations/ analysis** 3.1 Making a plan 3.2 Visiting factory area 3.3 Giving justifications	2	6
4	**Communication in writing** 4.1 Asking for list of stationery items 4.2 Submitting report of performance of team of technicians 4.3 Submitting joining report	2	6
5	**Comprehension: practice sets**	2	6
6	**Job application/C.V.**	1	6
7	**Dialogues**	1	9
8	**Understand vocabulary**	1	3
9	**Writing complaints/ answers to complaints**	1	9
10	**Interviews**	2	7
	Total	**16**	**64**

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LIST OF PRACTICALS
Functional English

S. No.	Practical
1.	Group discussion
2.	Interviews
3.	Role play

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LIST OF LABS

➢ Computer Lab with internet connection

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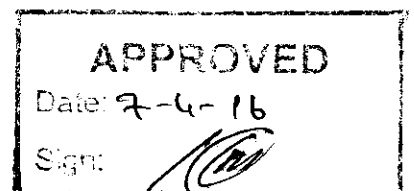
LIST OF TOOLS AND EQUIPMENT

FOR CLASS OF 25

Web Designing Course
(6-Months)

Name of Course	Web Designing Course
Web Designing	6-Months

Sr. No.	Equipment / Tool	Quantity
	Computer Hardware	
1.	**SERVER:** Specifications as per notification issued by MIS Section, TEVTA	01 No
2.	**Desktop/Client Computer:** Specifications as per notification issued by MIS Section, TEVTA	26 Nos. (25 for Students 01 for Instructor)
3.	**Wireless Access Point/Router:** (300 Mbps with minimum 4 Ethernet Ports,10/100/1000 Mbps)	One
4.	Scanner Legal size (Resolution 600 x 600 or higher, scanning modes: B/W & Colour, scanning speed: 12ppm, with other standard features)	One
5.	**Laser Printer:** (Minimum Print Speed: 25 PPM A4 size, Resolution 1200X1200 Dpi (1200 Image Quality) or Higher. Processor: 256 MHz RISC. Memory: 64 MB RAM or higher. Paper Handling Legal, A4 & letter size paper. Paper Tray(s): Two Paper Trays mini)	One
6.	**UPS:** (1 KVA with dry batteries, surge protection, processor control, Line Interactive Technology, at least 10 minutes backup time or higher on 70% load, 2-4 hours recharge time, Pure Sine Wave, 0.7 Power factor, Serial/USB Port, Plug and Play, UPS Monitoring Software, with other standard features)	One for two Computers
	Computer Software to be installed on each system	
7.	i. Operating System (MS Windows Server 2008) for Server ii. Operating System (MS Windows 7) for workstation iii. MS-Office 2010 iv. CorelDraw X7 v. WordPress 4.1 vi. Adobe Photoshop vii. JQuery viii. Macromedia Dream Weaver MX ix. Drivers for all Hardware devices	One CD of Each software

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	Other Tools & Equipment	
8.	White Interactive Board, Model 685, Size 77 1/2" W × 49 1/2" H × 5 1/8" D (196.9 cm × 125.7 cm × 13 cm) or LED Display wall mounted 40" HD (Samsung, Sony) **OR** Multimedia Projector Priority wise	One
9.	Web Hosting Space (for making projects websites online)/Domain Registration	500 MB to 01 GB
10.	Mouse Pads	27 Nos.
11.	DSL connection of PTCL / NTC **PLUS** EVO of PTCL if available in the locality	One each
	List of Furniture	
12.	Computer Table (Standard Quality)	27 Nos.
13.	Computer Chairs (standard quality)	27 Nos.
14.	Additional Tables for Hubs / Switches / Cables / Printer / Scanner etc.	As required
15.	Office Table	01 No.
16.	Office Chair	01 No.
	LAB Environment	
17.	Split Air Conditioning Unit 2Ton (PEL, Samsung, Dawlance)	Four
18.	Laboratory must be Adequately for Computer Usage, Air Conditioned And Dust Proof Complete Wiring And Electrical Fittings and electricity alternative in case of failure	As required
19.	Domain Based Network Based environment is mandatory	---

Note: *The specifications of Tools/Equipment should be as per latest Notification issued by MIS Department of TEVTA*

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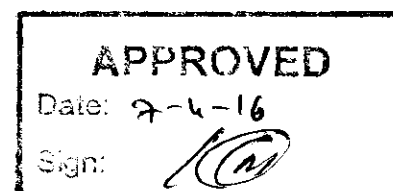
LIST OF CONSUMABLE MATERIAL

S. No.	Item	Quantity
1.	Printing Paper	As per requirement
2.	Printer Toner	As per requirement

Functional English

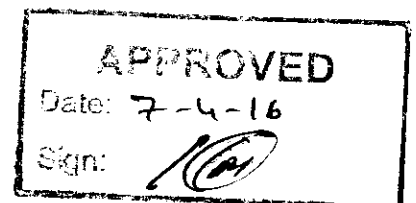| S. No.	Item	Quantity
1.	Stationery	As per requirement
2.	Board Markers	As per requirement

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MINIMUM QUALIFICATION OF INSTRUCTOR

➤ MCS / BS / BCS (04-Year) / M.Sc. in Computer Science from HEC recognized University with minimum One Year Teaching Experience.

Functional English

➤ M.A (English)

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REFERENCE BOOKS

1. HTML & CSS: The complete reference by Thomas A. Powell
2. Beginning HTML and CSS by Rob Larsen
3. JQuery MX: The complete reference by Brain Underdhal
4. Java Scrip: The complete reference by Powell
5. Adobe Dreamweaver CC 2004: the complete reference by Ray West, Tom Muck
6. Beginning WordPress by Stephanie Leary
7. Web design: The complete reference by Powell
8. Adobe Photoshop CS5 for photographers: A professional Image Editor's Guide by Martin Evening
9. CorelDraw X7: The official guide by Gary David Bouton
10. Web Hosting and Web Site Development: A Guide to Opportunities by Mathew Drouin
11. Web hosting by Carl Burnham

REFERENCE URL

- http://www.w3schools.com

Functional English

1. High School English Grammar By Wren & Martin
2. Oxford English Grammar

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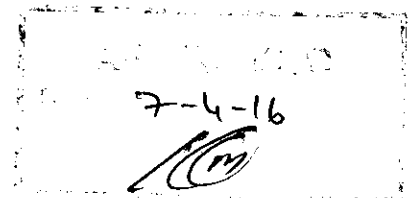
EMPLOYABILITY OF THE GRADUATES

The pass outs of this course may find job / employment opportunities in the following areas / sectors:-

1. Self-Employment
2. IT industry
3. Marketing & advertisement
4. Textile designing
5. E-Commerce
6. Computer departments
7. Web designer
8. Web front end developer
9. Graphic designer

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LIST OF TRADE RELATED JARGON

HTML	Dreamweaver	JQuery & Swish Max	Java Scrip
Tags	Align property	Drawing Tools	Function
Elements	Alt tag	Media Effects	Var
Body text	Anchor	Animation	Return
Hypertext	Time stamp	3D	IIF
Hyperlink	Vertical space	Cookies	Phrase
URL	View	Frame	Strict
Font	View menu	TimeLine	Console
Class	White space	Gradient Transfer	Exit
Body	Web-safe color	Eyedropper tool	getElementById()
Href	Workspace	Lasso Tool	Inner HTML
Id	PNG	Ink Bottle	Button
Comments	Web	Stroke Colour	On Click
Adobe Photoshop			
Layers	Blending	Brush Shapes	Distort
Mask	Group	Eraser	Noise
Selection Tools	Cutting Tools	Stamp Tools	Pixelate
Filters	Displacement Tool	Paint Bucket/ Gradient	Sharpen
Patch Tool	Red Eye Tool	Level	Exposures

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Curriculum Revision Committee

Mr. Salman Tariq   **Convener**
HOD CIT, Sr. Instructor,
GCT, Raiwind Road,
Lahore.

Mr. Muhammad Ali Butt   **Member**
Instructor,
GTTI, Mughalpura,
Lahore.

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