

APTECH TRAINING CALENDAR OCTOBER - DECEMBER 2022

IT Certifications/Short IT Courses

October 2022

S No.	Course Name	Duration	Start Date	Timings	Days
1	Microsoft 365 Certified: Fundamentals.	8 hrs.	Oct 2, 2022	9:00 AM – 11:00 AM	Sun – Tue – Thu
2	Word Processing (Microsoft Word) – Basic	12 hrs.	Oct 2, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
3	Microsoft Office– Basic	50 hrs.	Oct 2, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
4	Analyzing Data with Power BI	32 hrs.	Oct 10, 2022	9:00 AM – 11:00 AM	Sat – Mon – Wed
5	Microsoft Certified: Azure Fundamentals	16 hrs.	Oct 9, 2022	9:00 AM – 11:00 AM	Sun – Tue – Thu
6	Artificial Intelligence and Machine Learning- Foundation	140 hrs.	Oct 12, 2022	4:00 PM – 7:00 PM	Sat – Mon – Wed
7	Microsoft Certified: Azure Administrator Associate.	32 hrs.	Oct 16, 2022	9:00 AM – 11:00 AM	Sun – Tue – Thu
8	Spreadsheets (Microsoft Excel) – Basic	12 hrs.	Oct 16, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
9	Cisco Certified Associate Network	120 hrs.	Oct 16, 2022	4:00 PM – 7:00 PM	Sun – Tue – Thu
10	Microsoft 365 Certified: Developer Associate	40 hrs.	Oct 30, 2022	9:00 AM – 11:00 AM	Sun – Tue – Thu
11	Adobe Photoshop	12 hrs.	Oct 31, 2022	9:00 AM – 11:00 AM	Sat – Mon – Wed

November 2022

1	Presentation (Microsoft Power Point)– Basic	12 hrs.	Nov 01, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
2	Microsoft 365 Certified: Modern Desktop Administrator Associate	80 hrs.	Nov 01, 2022	5:00 PM – 7:00 PM	Sun – Tue – Thu
3	Outlook – Basic	10 hrs.	Nov 15, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
4	Microsoft Project – Basic	12 hrs.	Nov 15, 2022	4:00 PM – 7:00 PM	Sun – Tue – Thu
5	Adobe Illustrator	12 hrs.	Nov 16, 2022	9:00 AM– 11:00 AM	Sat – Mon – Wed
6	Microsoft Certified: Azure Developer Associate	40 hrs.	Nov 22, 2022	9:00 AM – 11:00 AM	Sun – Tue – Thu

S No.	Course Name	Duration	Start Date	Timings	Days
7	Spreadsheets (Microsoft Excel) – Intermediate	12 hrs.	Nov 23, 2022	11:00 AM – 1:00 PM	Sat – Mon – Wed
8	Microsoft Access – Basic	12 hrs.	Nov 27, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
December 2022					
1	Analyzing Data with Power BI	24 hrs.	Dec 03, 2022	4:00 PM – 7:00 PM	Sat – Mon – Wed
2	Microsoft Office – Intermediate	50 hrs.	Dec 04, 2022	9:00 AM – 11:00 AM	Sun –Tue – Thu
3	Word Processing (Microsoft Word) – Intermediate	12 hrs.	Dec 04, 2022	9:00 AM – 11:00 AM	Sun –Tue – Thu
4	Microsoft Project – Intermediate	12 hrs.	Dec 04, 2022	11:00 AM – 2:00 PM	Sun – Tue – Thu
5	Spreadsheets (Microsoft Excel) – Advanced	12 hrs.	Dec 10, 2022	10:00 AM – 1:00 PM	Sat – Mon – Wed
6	Microsoft Access – Intermediate	12 hrs.	Dec 11, 2022	4:00 PM – 7:00 PM	Sun – Tue – Thu
7	Microsoft Certified: Azure Data Engineer Associate	24 hrs.	Dec 12, 2022	9:00 AM – 11:00 AM	Sat –Mon – Wed
8	Microsoft Project – Advanced	12 hrs.	Dec 13, 2022	11:00 AM – 2:00 PM	Sun – Tue – Thu
9	Spreadsheets (Microsoft Excel) – Intermediate	12 hrs.	Dec 20, 2022	9:00 AM – 11:00 AM	Sun –Tue – Thu
10	Artificial Intelligence and Machine Learning- Advanced	140 hrs.	Dec 24, 2022	4:00 PM – 7:00 PM	Sat – Mon – Wed
11	Microsoft Certified: Dynamics 365 Fundamentals	16 hrs.	Dec 25, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
12	Microsoft Access – Advanced	12 hrs.	Dec 26, 2022	4:00 PM – 7:00 PM	Sat – Mon – Wed
13	Presentation (Microsoft Power Point) – Intermediate	12 hrs.	Dec 29, 2022	9:00 AM – 11:00 AM	Sun –Tue – Thu
IT Service Management					
S No.	Course Name	Duration	Start Date	Timings	Days
1	ITIL 4 – Foundation	24 hrs.	Oct 11, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu
2	ITIL 4 Strategist: Direct plan and Improve (DPI)	32 hrs.	Oct 24, 2022	8:00 AM – 4:00 PM	Mon-Tue-Wed-Thu
3	ITIL 4 Specialist: Create Deliver & Support (CDS)	32 hrs.	Nov 07, 2022	8:00 AM – 4:00 PM	Mon -Tue-Wed-Thu
4	ITIL 4 Specialist: Drive Stake Holder Value (DSV)	32 hrs.	Nov 21, 2022	8:00 AM – 4:00 PM	Mon-Tue-Wed-Thu
5	ITIL 4 – Foundation	24 hrs.	Nov 22, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu
6	ITIL 4 Specialist: High Velocity IT (HVIT)	32 hrs.	Dec 05, 2022	8:00 AM – 4:00 PM	Mon-Tue-Wed-Thu
7	ITIL 4 Strategist: Direct plan and Improve (DPI)	32 hrs.	Dec 12, 2022	8:00 AM – 4:00 PM	Mon-Tue-Wed-Thu
8	ITIL 4 Specialist: Create Deliver & Support (CDS)	32 hrs.	Dec 26, 2022	8:00 AM – 4:00 PM	Mon-Tue-Wed-Thu

IT Development and Operations

S No.	Course Name	Duration	Start Date	Timings	Days
1	DevOps Fundamentals	24 hrs.	Nov 01, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu
2	DevOps Fundamentals	24 hrs.	Dec 13, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu

IT Governance

S No.	Course Name	Duration	Start Date	Timings	Days
1	COBIT 2019 Foundation	24 hrs.	Oct 25, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu
2	COBIT 2019 Foundation	24 hrs.	Dec 01, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu

Project Management

S No.	Course Name	Duration	Start Date	Timings	Days
1	PRINCE2 – Foundation	32 hrs.	Oct 09, 2022	8:00 AM – 4:00 PM	Sun -Mon-Tue-Wed
2	PRINCE2 Agile – Foundation	32 hrs.	Oct 24, 2022	8:00 AM – 4:00 PM	Mon-Tue-Wed-Thu
3	PRINCE2 – Practitioner	24 hrs.	Nov 01, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu
4	Project Management Professional (PMP)	40 hrs.	Nov 20, 2022	8:00 AM – 4:00 PM	Sun to Thu
5	PRINCE2 Agile – Practitioner	24 hrs.	Nov 29, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu
6	PRINCE2 – Foundation	32 hrs.	Dec 05, 2022	8:00 AM – 4:00 PM	Mon-Tue-Wed-Thu
7	PRINCE2 – Practitioner	24 hrs.	Dec 20, 2022	8:00 AM – 4:00 PM	Tue-Wed-Thu

Digital Marketing Course

S No.	Course Name	Duration	Start Date	Timings	Days
1	Certified Digital Marketing Professional	40 hrs.	Oct 15, 2022	5:00 PM – 7:00 PM	Sat – Mon - Wed
2	Certified Digital Marketing Professional	40 hrs.	Dec 11, 2022	5:00 PM – 7:00 PM	Sun – Tue - Thu

Language and Business Communication Courses

(All Course Designed and Developed by Middlesex University-London)

S No.	Course Name	Duration	Start Date	Timings	Days
1	Beginners English	50 hrs.	Oct 3, 2022	9:00 AM – 11:00 AM	Sat – Mon – Wed
2	Spoken English – Pre-Intermediate	40 hrs.	Oct 3, 2022	11:00 AM – 1:00 PM	Sat – Mon – Wed
3	Spoken English – Intermediate	40 hrs.	Oct 1, 2022	9:00 AM – 11:00 AM	Sun – Tue – Thu
4	Spoken English – Upper Intermediate	40 hrs.	Oct 1, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
5	Business Communication	40 hrs.	Nov 21, 2022	4:00 PM – 7:00 PM	Sat – Mon – Wed
6	Beginners English	50 hrs.	Dec 12, 2022	9:00 AM – 11:00 AM	Sun – Tue – Thu
7	Spoken English – Pre-Intermediate	40 hrs.	Dec 12, 2022	11:00 AM – 1:00 PM	Sun – Tue – Thu
8	Spoken English – Intermediate	40 hrs.	Dec 12, 2022	4:00 PM – 7:00 PM	Sun – Tue – Thu
9	Spoken English – Upper Intermediate	40 hrs.	Dec 26, 2022	4:00 PM – 7:00 PM	Sat – Mon – Wed