COMPUTER ON OFFICE AUTOMATION

(Online course)

Duration .. Approximately 4 months (or) till the date of COA exam

Fees (Payable in one lumpsum) .. Rs.2,500/- (Rupees two thousand only for the first hundred students joining online course) Course materials included. Exam fee not included. Online students have to apply themselves for the exam. Guidance will be given by Speedstar.

Rs.4,530/- (Rupees four thousand five hundred thirty only) for offline students attending regular classes in Speedstar Technical Institute. Fees include course materials, exam fees and online application for exam will be made by Speedstar for them as institutional candidates.

Support for online students .. Recorded video tutorials;
Whatsapp support covering COA subjects, English Skills, Personality development skills.
Anydesk support .. Online students will be guided, if required, through Anydesk software by operating the students' computer remotely from Speedstar Office
3 model tests will be held one month prior to Government exam.
For more details call us on 8610737858.

Details of video tutorials: (Given below shows the video lessons as on 13/6/2022 and we will be adding more and more video tutorials in due course)

Title	Number of Videos	Duration (Approx.) In hours
COA Introduction	2	1.0
1 mark Q/A	17	5.0
2/5 mark Q/A	11	4.5
Word	31	9.0
Excel	9	3.5
PowerPoint	5	2.0
Access	4	1.5
Other videos	10	5.0
Total videos	**89**	**31.5**