



MINISTRY OF EDUCATION KEMZ ACADEMIC CENTRE

SITUATED IN BANDA MASAUKO AREA, ALONG MAGWAVA ROAD

PLOT NO 88/37, MAKENI VILLA – LUSAKA

CELL: +2609977819249 / +260977916081

HARD WORK BRINGS SUCCESS!



COMPUTER SHORT COURSE

WE ARE GLAD TO NOTIFY YOU THAT WE ARE OFFERING **SHORT COURSES** IN COMPUTER

COURSE DURATION: ONE MONTH

PROGRAMS OFFERED

PROGRAM	AMOUNT	DURATION
REGISTRATION:	K50	---
BASICS IN ICT	K150	5 DAYS
MICROSOFT WORD	K300	5 DAYS
MICROSOFT EXCEL	K300	5 DAYS
MICROSOFT PUBLISHER	K300	5 DAYS
MICROSOFT POWER POINT	K300	5 DAYS
MICROSOFT ACCESS	K300	3 DAYS
MICROSOFT OUTLOOK	K300	2 DAYS
TOTAL	K2000	1 MONTH



OTHER PROGRAMS INCLUDE:

- ▶ GRAPHICS DESIGN, PHOTO EDITING, VIDEO EDITING, DATA ENTRY PROGRAMS (e.g. google sheets, etc.)

BENEFITS:

- ▶ CERTIFICATION UPON COMPLETION
- ▶ EMPLOYMENT OPPORTUNITY (e.g. secretarial work, receptionist, Data entry clerk etc.)
- ▶ RUN YOUR OWN COMPUTER SERVICE OUTLET

OTHER SERVICES OFFERED

- ▶ WEB DEVELOPMENT / DEVELOPMENT OF EXCEL BASED SYSTEMS AT A FEE; BOTH OFFLINE SYSTEMS AND ONLINE SYSTEMS (e.g. learners results processing systems for schools / universities, company data processing systems etc.)

FOR MORE INFORMATION CALL: +260977819249 / +260968900353

COME ONE COME ALL – 25% DISCOUNT OFFER ON PROMOTION!