

## CERTIFICATE COURSES

### AWARE/BEGINNERS PACKAGES Duration 6 Weeks/2months

Introduction to computer and windows operating system  
Microsoft word (word processing)  
Microsoft excel (spread sheet)  
Microsoft power point (presentation)  
Introduction to E-mail & Internet

### ADVANCE CERTIFICATE IN MICROSOFT OFFICE - 6 Weeks/2months

Advanced Computer application and management  
Advanced Microsoft word (word processing)  
Advanced Microsoft excel (spread sheet)  
Advanced Microsoft power point (presentation)  
E-citizen and Internet or MS Project.

### CERTIFICATE IN GRAPHICS & DESIGNING Duration 1 month @Package.

Microsoft publisher /Print artist (sierra)  
Microsoft page maker  
Adobe Photoshop.  
Adobe Illustrator.

### CERTIFICATE IN WEB DESIGNING ( one month @Package.

HTML.  
DHTML.  
Dreamweaver.  
Ms-FrontPage 2000/2003/2007/2010.

### BASIC ACCOUNTING WITH COMPUTER Duration 4 weeks @ package

Accounting with QuickBooks 2003/2008/2010  
Accounting /Tally  
Pastel account

### DATABASE MANAGEMENT duration 4 weeks @ package.

Ms access-2003/2007/2010  
Visual basic 6.0(studio and Vb net) and SQL

### BASIC LINUX USERS/APPLICATION FOR BGINERS : 4 weeks

Fundamentals of Linux, installation and application.  
Linux management, network and security

### APPLICATION OF SPSS AND RESEARCH Duration 4 weeks

Research , questionnaires, data collection and analysis..

### CERTIFICATE IN COMPUTER MANAGEMENT(M CSA) 2 months

Computer peripherals and devices (parts)  
Windows and operating system  
Software concept & management  
Computer Networking  
Computer trouble shooting  
Project with software installation (Application software)

### CERTIFICATE IN COMPUTER MAINTANENCE A+ Duration 2 months)

Computer hardware & peripheral connections.  
Disk operating system (dos) commands.  
Operating system & and installation  
Devices Installation and configurations  
Motherboard operation and repairs  
Installing and printer trouble shooting

### NETWORKING N+ (Duration 2 months

Operating system topology  
Network transmission & OSI model  
Data link layers & IEEE specifications  
Network troubleshooting & Hardware components  
LAN concept & internet networking maintenance  
Interpretability, protocol & database

## CERTIFICATE OF PROFICIENCY IN SYSTEM MANAGEENT :6months CONTENTS:

### 1.CONCEPT OF INFORMATION TECHNOLOGY

Computer hardware software & number

### 2.WEB SITE DESIGNING

Basic and advanced web page designing with FrontPage 2003/2007/2010

### 3.WINDOWS 2000/WINDOWS VISTA/7 PROFESSIONAL

Networking concept, its use and applications

### 4. DATABASE MANAGEMENT

Database management system with access 2003/2007/2010

### 5 LOGIC BUILDING WITH C-BASIC PROGRAMMING LANGUAGE.

Low level programming with 'c' & C++

### 6 COMMUNICATION. AND PERSONALITY DEVELOPMENT

### 7. PROJECT WITH WEBSITE DESIGNING/DATABASE

Student can be: Web programmer Database programmer &  
Electronic data processing manager.

## DIPLOMA COURSES

### DIPLOMA IN INFORMATION AND SYSTEM MANAGEMENT (Dism) 6 months

⇒ OOAD WITH UML(Object Oriented Analysis and Design

⇒ DEVELOPING DESKTOP APPLICATION USING VB 6.0 .

⇒ DEVELOPING DISTRIBUTED COMPUTING USING VB 6.0

⇒ MULTI-USER ENVIROMENT Window 2000/windows 7 Server and Linux.

⇒ E-COMMERCE CONCEPT.

⇒ COMMUNICATION & PERSONALITY DEVELOPMENT.

⇒ NEW TECHNOLOGY SEMINA

### DIPLOMA IN COMPUTER SCIENCE /SYSTEM ANALYSIT AND DESIGN- ING/NETWORKING ADMINISTRATION /PROGRAMMING (6MONTHS)

FOR DIPLOMA COURSE STUDENTS SHOULD HAVE TAKEN CERTIFICATE COURSE FOR 6 MONTHS  
AND ABOVE  
CORE COURSE CONTES

1. System Architecture (software & hardware)
2. Database Technology (Microsoft windows & database
3. Computer management Techniques/system analyst
4. Software Engineering & Computer network
5. Programming skill ,internet & E-commerce

### STUDENTS WILL TAKE OTHER 6 ELECTIVES TO COMPLETE THEIR COURSE.

The student can be' Visual basic programmer ,system administrator / ict specialist

**Skills Acquired:certificate in computer and other related course**

## SPECIALIZATION COURSE

● ADOBE PHOTOSHOP	CONCEPT OF IT	CORAL DRAW
◆ DREAM WEAVER-	PUBLISHER/SIERRA-	AUTOCARD
◆ PAGE MAKER-	FRONTPAGE	ENGLISH LANGUAGE
◆ INTERNET/E-MAIL	SQL SERVER/ORACLE.	E-COMMERCE

### MIT OFFERS VARIOUS SERVICES AND SUPPORT SUCH AS:

- ⇒ COMPUTER REPAIRS & WINDOWS INSTALLATION: COMPUTERS SALES.
- ⇒ NETWORKING ,INTERNET SETUP.,WEBSITE DESIGNING& HOSTING
- ⇒ INTERNET SERVICES & SECRETARIAL SERVICES:
- ⇒ ACCESSORIES AND SOFTWARE SALES.

COMPUTER SERVICES ,REPAIRS AND MAINATANANCE  
CAN BE DONE IN YOUR PLACE OR IN OUR WORKSHOP  
DEPENDIND ON THE NEED OF CLIENT

BOTH CENTERS HIMO AND MOSHI OFFERS THOSE SERVICES. JUST PHONE US !!



## MOSHI INSTITUTE OF TECHNOLOGY- NI CHUO PEKEE HAPA KILIMANJARO, TANZANIA NA KIMATAIFA KW UBORA NA UFANISI KATIKA TEKNOLOJIA YA HABARI NA MAWASILIANO.

### MAFUNZO HAYA PIA YANATOLEWA:

- ◆ MAFUNZO YA WATOTO KUIIFUNZA MATUMIZI YA COMPUTER SIKU ZA WIKI ENDI NA LIKIZO
- ◆ MAFUNZO YA SPEED YA KU-TYPE MAJARIDA NA MAANDIKO (TYPING SPEED MAFUNZO HAYA YANATOLEWA KWA WENYE UELEWA WA KOMPUTA)
- ◆ MAZOEZI YA COMPUTER NA UBRESHAJI UZOEFU WA KUTUMIA COMPUTER-PROGRAM REVISION.

### MTAZAMO NA DIRA YA CHUO NI,

- ◆ KUTOA ELIMU YA MAWASILIANO YA COMPUTER (ICT) LUGHA NA UHAZILI KATIKA KIWANGO CHA JUU NA GHARAMA ZA CHINI.
- ◆ KUANDAA WANAFUNZI KWA AJIRA BINAFSI
- ◆ KUANDAA VIJANA NA JAMII YETU KATIKA SOKO LA USHINDANI AFRICA MASHARIKI.
- ◆ KUFANYA TEKNOLOJIA YA KOMPUTA KUWA RAHISI
- ◆ KUKUWEZESHA KUFANYA KAZI KATIKA MAZINGIRA YA KI-TEKNOLOJIA
- ◆ KUANDAA MACHAPISHO VITABU LOGO MITIHANI NA KUUZA COMPUTERS KWA BEI NAFU.
- ◆ KUTOA HUDUMA YA MAWASILIANO YA INTERNET.
- ◆ KUTOA MAFUNZO YA MUDA MFUPI NA MREFU
- ◆ KU-ANDA VIJANA WANAO MALIZA ELIMU YA MSINGI,SEKONDARI NA VYUO KWA MASOMO ZAIDI (PRE-FORM ONE:FORM 4 AND 6 LEAVERS PROGRAM).

### USAJILI/ JINSI YA KUPATA HUDUMA

*Kwa maelezo zaidi ya mafunzo au huduma fika chuoni au wasiliana nasi kwa simu au e-mail.*

*Fomu za kujiunga na masomo zinapatikana chuoni au kwenye tovuti yetu [www.mit.ac.tz](http://www.mit.ac.tz).*

*Mafunzo ya muda mfupi yanaanza kila mwanzo wa wiki na mwazoni mwa mwezi.*

**KARIBU MOSHI INSTITUTE OF TECHNOLOGY-MIT  
UONE TOFAUTI-NA UBADILI MAISHA YAKO !!!**

#### MOSHI MJINI TUPO:

BARABARA YA RINDI/AGHAKAN  
JENGO LA T.C.G.A-1st Floor  
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#### HIMO CHUO KIPO

BARABARA YA KUELEKEA  
MARANGU

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TEMBELEA TOVUTI YETU [www.mit.ac.tz](http://www.mit.ac.tz)



JIUNGE NA KOZI ZIFUTAZO UPATE PUNGUZO LA 10% MWEZI HUU.

- ⇒ **Kozi ya awali ya computer** (Beginners)  
Mwanafunzi atajifunza, Introduction to Computer and Windows, Ms Word, Ms Excel, Ms PowerPoint and Internet & E-mail.
- ⇒ **Ngazi ya cheti ya ufundi wa computer**  
A+ complete (Hardware & software) & N+ complete (Networking)
- ⇒ **Uhasibu na mahesabu kutumia computer**  
QuickBooks, Tally, Pastel, etc
- ⇒ **Ngazi ya cheti - Graphics & Designing**  
Publisher/Sierra, PageMaker & Photoshop.
- ⇒ **Ngazi ya cheti ya takwimu.Database** (Access)
- ⇒ Kozi za uhazili na utinjaji wa ofisi(full secretarial course(1&2)
- ⇒ **Kozi ya uhudumu wa ofisi na utuzaji wa mahesabu.(office practise & accounting)**
- ⇒ **Ngazi ya cheti ya kutengeneza tovuti**  
-Macromedia flash, Photoshop & Dream weaver.

**JIUNGE NA MAFUNZO YA LUGHA YA KILINGEREZA NA KISWAHILI KWA WAGENI. KWA MIEZI MITATU TUU !!!!**

- ◆ KIINGEREZA KWAWATUWAZIMA KUAZIA DARASA LA SABA
- ◆ KIINGEREZA KWA AJILI YA MAWASILIANO.
- ◆ KINGEREZA KWA AJILI YA BIASHARA NA MAWASILIANO
- ⇒ **PIA TUNATOA MAFUNZO KULINGANA NA MAHITAJI YA WALENGWA NA KWA MUDA WAO.**

**HUDUMA ZA KIUFUNDI**

- ◆ UTENGENEZAJI WA COMPUTER, PRINTER, MONITOR, LAPTOPE.....
- ◆ TUNAUZA SOFTWARE NA KUKUWEKEA KWA MALIPO NAFUU.
- ◆ TUNATOA HUDUMA YA INTERNET (KITUO CHA HIMO).
- ◆ UUZAJI WA COMPUTER NA VIFAA VYA KOMPYUTA.
- ◆ KUUNGANISHA KOMPUTA KATIKA MTANDAO

**KWA NINI KUNA UMUHIMU WA KUJIUNGA NA MIT ??**

- ◆ CHUO KIMESAJILIWA SERIKALINI NA MAMLAKA YA UFUNDI STADI- VETA
- ◆ MITAALA YETU NI YA KIMATAIFA - APTECH COMPUTER EDUCATION & MICROSOFT.
- ◆ BADA YA KU HITIMU NA KUPATA CHETI UTATAMBULIKA KITAIFA NA KIMATAIFA.
- ◆ CHUO KIPO KATIKA MAZINGIRA MAZURI YA USALAMA WAKO NA KUNA PAKING YA MAGARI NA MAFUNZO HUENDESHWA KWA NADHARAJA NA VITENDO.
- ◆ TUNAO WALIMU NA WAKUFUNZI WALIO NA UWEZO NA WAKUTOSHA FANI ZOTE .
- ◆ CHUO KUSHIRIKIANA NA WADAU WENGINE KINA-WATAFUTIA AJIRA WANAO HITIMU.

Moshi Institute of Technology conducts various **COURSES** in **Computer ,English , secretarial, and KIDS computer education** including **EDUCATIONAL GAMES AND INTERNET** (only for weekends and holidays). The course ranges from beginners to advanced. Our training consists of: **in-service short courses, specialization and professional courses** which are practical and goal oriented. Our computer lab and lecture classes are fully equipped to fit your exact requirements.

**WE ALSO OFFER IT SERVICES SUCH AS .**

**Computer repair and maintenance, website designing & hosting, Software and hardware sales, networking configuration, on site training and IT/computer books for self training.**

All the Teachers/instructors and Technicians are professionals and experienced in ICT industry.

**MONITORING FOR SUCCESS AND DEVELOPMENT**

MIT is committed to academic success of students through study and analysis. Individuals and groups will be assigned faculty supervisors who will frequently interact with them in the class to solve any issues.

Presentation and practical work will ensure grooming of students to cooperate and ensure quick mastering and

**GARENTEE TO SUCCESS AND ACHIVE LERNERS GOAL**

**SECRETARY**

**STAGE ONE (6 MONTHS)**

Typewriting stage I  
Office practice I  
Secretarial duties I  
Book-keeping I  
Shorthand I 80 W.P.M  
Hatimkato I 80 K.D.K  
English I

**STAGE TWO (6 MONTHS)**

Typewriting stage II  
Office practice II  
Secretarial duties II  
Book-keeping II  
Shorthand II 100 W.P.M  
Hatimkato II 100 K.D.K  
English II

**STAGE THREE (6 MONTHS)**

Typewriting stage III  
Book-keeping III  
Shorthand III 120 W.P.M  
Hatimkato III 100 K.D.K  
English III

**ENGLISH LANGUAGE**

**STAGE 1 FOR BIGINNERS LEVEL 1 (3 MONTHS)**

Grammar and Vocabulary:basic communication & writing skills.

**STAGE II FOR INTERMEDIATE LEVEL1&2:3 MONTHS**

Reading and writing:grammar and communication:business com

**STAGE III (3 MONTHS)**

Communication Task, Function and Notions & Listening and Speaking:English for business and education.

As per identified groups, it was observed that regular short courses may not necessarily suit all needs of different groups. Some groups may need new or modified course contents to suit their needs. This is mainly intended to create courses that can be modified to incorporate user reaction and needs- **DEMAND DRIVEN COURSES**

The major advantage of such courses is that, groups may take advantages of existing environment to save money as well as getting what is actually needed.

Requests for such courses are done by those groups either under the guidance of their consultant /or discuss with **STUDENTS' RELATIONSHIP OFFICER OR CENTER MANAGER**



**MOSHI INSTITUTE OF TECHNOLOGY**

**MIT**  
**We change lives**



**APTECH COMPUTER EDUCATION**

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**OUR BRANCH IN HIMO OFFERS THE SAME COURSES AND SERVICES**

**OUR CENTER IS ALONG MARANGU ROAD OPPOSITE KING SIZE HOTEL/OLD TANESCO**

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**VISIT OUR WEBSITE: www.mit.ac.tz**