

**KURSUS JANGKA PENDEK DI INSTITUT LATIHAN PERINDUSTRIAN PEDAS  
TAHUN 2017/2018**

Untuk maklumat lanjut sila hubungi:  
Institut Latihan Perindustrian Pedas, Lot 3298, Jalan Pedas Linggi, 71400 Pedas, Negeri Sembilan.  
|| Tel: 06-6853854 || Faks: 06-6853577 || Website: www.ilppedas.gov.my || Emel: admin.ilppedas@ilm.gov.my

BIL	BIDANG	TAJUK KURSUS	OBJEKTIF KURSUS	JENIS PERJUJULAN (sijil penyertaan/sijil badan profesional/sijil kemahiran)	TEMPOH (JAM)	TARIKH PELAKSANAAN	MIN BILANGAN PESERTA (orang)	YURAN PESERTA (RM)	PEGAWAI UNTUK DIHUBUNGI
1	Teknologi Mekatronik	Electrical Installation (Single Phase & Three Phase)	1. Carry out electrical equipment condition check 2. Carry out electrical equipment safety check 3. Troubleshoot electrical equipment failure 4. Carry out electrical equipment components failure repair/replacement	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	850.00	NAMA : Rohani / Chua NO TEL : 06-6853854 EMEL : rohani_a@ilm.gov.my / chua.y@ilm.gov.my
2	Teknologi Mekatronik	Sistem Kawalan Motor Aruhan 3 Fasa (3 k.k - 10 k.k)	1. Introduction AC three phase machine 2. Program and wiring motor control starter 3. Maintain and service AC machine 4. Testing & trouble shoot motor control circuit	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	850.00	NAMA : Rohani / Chua NO TEL : 06-6853854 EMEL : rohani_a@ilm.gov.my / chua.y@ilm.gov.my
3	Teknologi Mekatronik	Kendalian Papan Suis Utama VR	1. Introduction & overview LV Mains Switch Board 2. Install and service switchgear 3. Install and service MSB 4. Calibrate & testing electrical protection equipment 5. Maintain & service capacitor bank 6. Maintain & service uninterrupted power supply 7. Layout plan /schematic circuit diagram	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	850.00	NAMA : Rohani / Chua NO TEL : 06-6853854 EMEL : rohani_a@ilm.gov.my / chua.y@ilm.gov.my
4	Teknologi Mekatronik	Programmable Logic Controller (Basic)	1. Carry out input/output (I/O) maintenance activities 2. Interpret Programmer Logic Controller (PLC) and personal computer program 3. Carry out Programmable Logic Controller (PLC) functionality check	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Rohani / Chua NO TEL : 06-6853854 EMEL : rohani_a@ilm.gov.my / chua.y@ilm.gov.my
5	Teknologi Mekatronik	Basic Pneumatic & Electro Pneumatic	1. Check relay, sensor and fuse on pneumatic and electro-pneumatic system 2. Troubleshoot pneumatic system failure 3. Replace pneumatic and electro-pneumatic components	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Rohani / Chua NO TEL : 06-6853854 EMEL : rohani_a@ilm.gov.my / chua.y@ilm.gov.my
6	Teknologi Mekatronik	Basic Hydraulic & Electro Hydraulic	1. Interpret hydraulic and electro-hydraulic circuit diagram 2. Check relay, sensor and fuse on hydraulic and electro-hydraulic system 3. Troubleshoot hydraulic system failure	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Rohani / Chua NO TEL : 06-6853854 EMEL : rohani_a@ilm.gov.my / chua.y@ilm.gov.my
7	Teknologi Mekatronik	Robot Operation & Maintenance	1. Troubleshoot robot malfunction 2. Carry out robots faulty parts replacement 3. Ensure robot functionality	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	750.00	NAMA : Rohani / Chua NO TEL : 06-6853854 EMEL : rohani_a@ilm.gov.my / chua.y@ilm.gov.my
8	Teknologi Mekatronik	Electrical DC machine Installation System	1. Introduction to DC machine 2. Design circuit and installation 3. Maintenance	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	650.00	NAMA : Rohani / Chua NO TEL : 06-6853854 EMEL : rohani_a@ilm.gov.my / chua.y@ilm.gov.my
9	Teknologi Telekomunikasi	Fiber Optic Installation	1. Identify Cable type 2. Termination and connectorization 3. Safety precaution to be observed during cable work 4. Connector termination 5. Perform fibre termination	Sijil Profesional (CA1C/CA2C)	16	Setiap bulan	10	500.00	NAMA : Zaini / Chua NO TEL : 06-6853854 EMEL : zaini_a@ilm.gov.my / chua.y@ilm.gov.my
10	Teknologi Telekomunikasi	Introduction of Telecommunication Technology	1. Define what is communication 2. History of communication 3. Introduction sinusoidal wave, frequency, wavelength and propagation frequency wavelength and propagation velocity 4. Amplitude, phase and period 5. Unit of measurements 6. Analogue and digital waveform 7. Basic communication (Tx dan Rx)	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Zaini / Chua NO TEL : 06-6853854 EMEL : zaini_a@ilm.gov.my / chua.y@ilm.gov.my
11	Teknologi Telekomunikasi	Wireless System	1. Describe fundamental of satellite system 2. Analyze wave guide/ guided electromagnetic waves 3. Use microwave components 4. Define digital radio system 5. Apply TV system 6. Apply antenna, radar & propagation	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Zaini / Chua NO TEL : 06-6853854 EMEL : zaini_a@ilm.gov.my / chua.y@ilm.gov.my
12	Teknologi Telekomunikasi	Prepare and Maintain Work Documentation	1. Document installation activities 2. Compile installation test results 3. Maintain customer database	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Zaini / Chua NO TEL : 06-6853854 EMEL : zaini_a@ilm.gov.my / chua.y@ilm.gov.my
13	Teknologi Telekomunikasi	Conduct Site Survey	1. Identify customer needs 2. Prepare for site visits 3. Compile site information 4. Prepare site documentation	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Zaini / Chua NO TEL : 06-6853854 EMEL : zaini_a@ilm.gov.my / chua.y@ilm.gov.my
14	Teknologi Pembuatan (Pemesinan)	Turning Operation	1. Carry out turning operation 2. Carry out boring process 3. Carry out reaming process 4. Carry out taper turning 5. Carry out V thread cutting 6. Carry out knurling process	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Zolkafie / Chua NO TEL : 06-6853854 EMEL : zolkafie@ilm.gov.my / chua.y@ilm.gov.my
15	Teknologi Pembuatan (Pemesinan)	Milling Operation	1. Carry out milling operation 2. Carry out boring process 3. Carry out chamfering process 4. Carry out counter bore process 5. Carry out tapping process	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Zolkafie / Chua NO TEL : 06-6853854 EMEL : zolkafie@ilm.gov.my / chua.y@ilm.gov.my
16	Teknologi Pembuatan (Pemesinan)	CNC Lathe Operation	1. Carry out CNC lathe machine warm up 2. Carry out CNC turning process 3. Carry out CNC lathe machine part inspection	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Zolkafie / Chua NO TEL : 06-6853854 EMEL : zolkafie@ilm.gov.my / chua.y@ilm.gov.my
17	Teknologi Pembuatan (Pemesinan)	CNC Milling Operation	1. Carry out CNC milling machine warm up 2. Carry out CNC milling process 3. Carry out CNC milling machine part inspection	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Zolkafie / Chua NO TEL : 06-6853854 EMEL : zolkafie@ilm.gov.my / chua.y@ilm.gov.my
18	Teknologi Pembuatan (Pemesinan)	CNC Wire Cut Operation	1. Carry out CNC wire cut machine warm up 2. Carry out CNC wire cut process 3. Carry out CNC wire cut machine part inspection	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Zolkafie / Chua NO TEL : 06-6853854 EMEL : zolkafie@ilm.gov.my / chua.y@ilm.gov.my
19	Teknologi Pembuatan (Pemesinan)	Mastercam 2D Mill Fundamental	1. Setting The Environment 2. Creating The Geometry 3. Creating Mill 2D Toolpaths	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Zolkafie / Chua NO TEL : 06-6853854 EMEL : zolkafie@ilm.gov.my / chua.y@ilm.gov.my
20	Teknologi Pembuatan (Pemesinan)	Mastercam 2D Lathe Fundamental	1. Setting The Environment 2. Creating The Geometry 3. Creating Lathe 2D Toolpaths	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	500.00	NAMA : Zolkafie / Chua NO TEL : 06-6853854 EMEL : zolkafie@ilm.gov.my / chua.y@ilm.gov.my
21	Teknologi Kimpalan	GTAW on Carbon Steel and Stainless Steel plate	1. GTAW process safety procedures 2. GTAW machine and equipment 3. Steel classification 4. Shielding gasses and electrode selection 5. GTAW defects and prevention 6. Bead run with and without filler rod 7. Butt and corner joint in horizontal position 8. Tee and lap joint in vertical position 9. Single vee butt joint in flat position 10. Single vee butt joint in horizontal position 11. Single vee butt joint in vertical position	Sijil Penyertaan	32	Mac 2017, September 2017	10	700.00	NAMA : Zulhusni / Chua NO TEL : 06-6853854 EMEL : zulhusni@ilm.gov.my / chua.y@ilm.gov.my
22	Teknologi Kimpalan	GTAW on Aluminium plate	1. Types of welding current in TIG Arc Welding (GTAW) 2. Shielding gasses 3. Tungsten electrodes 4. Setting GTAW equipment 5. Aluminium weld defects 6. Single bead run 7. Square edge butt joint 8. Tee fillet weld, vertical square edge butt joint and vertical tee fillet weld	Sijil Penyertaan	32	Mac 2017, September 2017	10	700.00	NAMA : Zulhusni / Chua NO TEL : 06-6853854 EMEL : zulhusni@ilm.gov.my / chua.y@ilm.gov.my
23	Teknologi Kimpalan	Combination Welding on Carbon Steel pipe in 2G and 5G positions.	1. Introduction to pipe welding & pipe welding procedures 2. Testing of pipe welds (visual & mechanical) 3. Control description for TIG/stick welding machine 4. Practice plate weld 2G position 5. Preparation & assembly of pipe workpiece 6. Perform GTAW-SMAW Pipe welding 2G positions 7. Plate welding 3G and 4G positions 8. GTAW-SMAW Pipe welding in 5G positions	Sijil Penyertaan	32	Mac 2017, September 2017	10	700.00	NAMA : Zulhusni / Chua NO TEL : 06-6853854 EMEL : zulhusni@ilm.gov.my / chua.y@ilm.gov.my
24	Teknologi Kimpalan	Combination Welding on Carbon Steel pipe in 6G positions.	1. Inspection of pipe weld (visual) 2. Mechanical test GTAW-SMAW pipe Weld 3. Basic metallurgy for welding 4. Control description for TIG/stick welding machine 5. Butt weld practice on plate (45-45 degrees inclined) 6. Preparation and assembly pipe workpieces 7. Pipe weld in 6G positions (raise axis 45 degrees)	Sijil Penyertaan	32	Mac 2017, September 2017	10	700.00	NAMA : Zulhusni / Chua NO TEL : 06-6853854 EMEL : zulhusni@ilm.gov.my / chua.y@ilm.gov.my
25	Teknologi Fabrikasi Logam	Pattern Development (Parallel Line Methods) Using Autocad	1. Membina hampan bagi projek berbentuk silinder 2. Membina hampan bagi projek berbentuk silinder terpotong. 3. Membina hampan bagi projek Header and Branch. 4. Membina hampan bagi projek Unequal size Header and Branch.	Sijil Penyertaan	16	Mac 2017, September 2017	10	350.00	NAMA : Normahazan / Chua NO TEL : 06-6853854 EMEL : mahzan@ilm.gov.my / chua.y@ilm.gov.my
26	Teknologi Fabrikasi Logam	Pattern Development (Triangulation Methods) Using Autocad	1. Membina hampan bagi projek berbentuk Square to Round. 2. Membina hampan bagi projek berbentuk Oblong.	Sijil Penyertaan	16	Mac 2017, September 2017	10	350.00	NAMA : Normahazan / Chua NO TEL : 06-6853854 EMEL : mahzan@ilm.gov.my / chua.y@ilm.gov.my
27	Teknologi Fabrikasi Logam	Pattern Development (Radial Methods) Using Autocad	1. Membina hampan bagi projek berbentuk kon. 2. Membina hampan bagi projek berbentuk kon terpotong. 3. Membina hampan bagi projek Hopper.	Sijil Penyertaan	16	Mac 2017, September 2017	10	350.00	NAMA : Normahazan / Chua NO TEL : 06-6853854 EMEL : mahzan@ilm.gov.my / chua.y@ilm.gov.my
28	Teknologi CADD Mekanikal	AutoCad Fundamental	1. Basic rules for the program operation 2. Attitude of a CAD system by parameters and display control 3. Basic draw command 4. Editing the drawing 5. Plotting	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	350.00	NAMA : Haisah / Chua NO TEL : 06-6853854 EMEL : haisah@ilm.gov.my / chua.y@ilm.gov.my

**KURSUS JANGKA PENDEK DI INSTITUT LATIHAN PERINDUSTRIAN PEDAS  
TAHUN 2017/2018**

Untuk maklumat lanjut sila hubungi:  
Institut Latihan Perindustrian Pedas, Lot 3298, Jalan Pedas Linggi, 71400 Pedas, Negeri Sembilan.  
|| Tel: 06-6853854 || Faks: 06-6853577 || Website: www.ilppedas.gov.my || Email: admin.ilppedas@ilm.gov.my

BIL	BIDANG	TAJUK KURSUS	OBJEKTIF KURSUS	JENIS PERJUJULAN (sijil penyertaan/sijil badan profesional/sijil kemahiran)	TEMPOH (JAM)	TARIKH PELAKSANAAN	MIN BILANGAN PESERTA (orang)	YURAN PESERTA (RM)	PEGAWAI UNTUK DIHUBUNGI
29	Teknologi CADD Mekanikal	AutoCad 3D	1. Specifying 3D coordinates 2. Defining a user coordinate system 3. Viewing in 3D 4. Creating 3D objects 5. Editing in 3D 6. Editing 3D solids	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	350.00	NAMA : Haisah / Chua NO TEL : 06-6853854 EMEL : haisah.s@ilm.gov.my / chua.y@ilm.gov.my
30	Teknologi CADD Mekanikal	Autodesk Inventor Professional	1. Introduction to Autodesk Inventor 2. Design Fundamentals 3. Part Creation 4. Viewing & Working in 3D 5. Part Editing 6. Part Drawing	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	350.00	NAMA : Haisah / Chua NO TEL : 06-6853854 EMEL : haisah.s@ilm.gov.my / chua.y@ilm.gov.my
31	Teknologi CADD Mekanikal	Solid Works	1. Introduction to Solid Works 2. Basic Part Modeling 3. Revolved Features & Circular Patterns 4. Thin Walled Parts 5. Editing	Sijil Penyertaan	16	Feb 2017, Ogos 2017	10	350.00	NAMA : Haisah / Chua NO TEL : 06-6853854 EMEL : haisah.s@ilm.gov.my / chua.y@ilm.gov.my
32	Teknologi CADD Senibina	Basic Autoacad for Architecture Design	1. Introduction to Autocad user interface 2. Creating a 2D drawing and coordinate 3. Displayed command 4. Extracting and editing 5. Basic a dimensional drawing 6. Basic plotting	Sijil Penyertaan	16	Mac 2017, September 2017	10	350.00	NAMA : Norhafizah / Chua NO TEL : 06-6853854 EMEL : hafizah.s@ilm.gov.my / chua.y@ilm.gov.my
33	Teknologi CADD Senibina	Intermediate Autocad for Architecture Design	1. Refresh 2D drawing 2. Layer management 3. Creating a 2D and isometric drawing 4. Creating a dimensional style 5. Annotating drawing 6. Plotting	Sijil Penyertaan	16	Mac 2017, September 2017	10	350.00	NAMA : Norhafizah / Chua NO TEL : 06-6853854 EMEL : hafizah.s@ilm.gov.my / chua.y@ilm.gov.my
34	Teknologi CADD Senibina	3D basic and advanced for Autocad	1. Introduction to 3D 2. 3D user interface 3. Basic 3D object 4. Surfaces 5. Editing and 3D operations 6. Visualising and rendering the finished object	Sijil Penyertaan	16	Mac 2017, September 2017	10	350.00	NAMA : Norhafizah / Chua NO TEL : 06-6853854 EMEL : hafizah.s@ilm.gov.my / chua.y@ilm.gov.my
35	Teknologi CADD Senibina	Basic Revit Architecture	1. Introduction of Autodesk Revit Architecture 2. Basic Drawing and Editing Tools 3. Datum elements - Levels and Grids 4. Drawing and Modifying Walls, Doors and Windows, Curtain Walls 5. Creating Views - Floors & Components 6. Reflected Ceiling Plans, Roofs 7. Vertical Calculations	Sijil Penyertaan	40	Mac 2017, September 2017	10	500.00	NAMA : Norhafizah / Chua NO TEL : 06-6853854 EMEL : hafizah.s@ilm.gov.my / chua.y@ilm.gov.my
36	Teknologi CADD Senibina	Basic Adobe Illustrator	1. Illustrator Environment 2. Working with Paths 3. Working with Objects 4. Fill and Stroke Attributes 5. Layers 6. Working with type 7. Creating Outlets	Sijil Penyertaan	16	Mac 2017, September 2017	10	350.00	NAMA : Norhafizah / Chua NO TEL : 06-6853854 EMEL : hafizah.s@ilm.gov.my / chua.y@ilm.gov.my
37	Teknologi CADD Senibina	Sketch Up for Architecture	1. Introduction & Basics 2. Intersect and Follow Me 3. Making Multiple Copies 4. Working with Roofs 5. Groups and Components 6. Painting, Materials and Textures 7. Sectioning & Presentation 8. Sandbox Tools 9. Using Exact Dimensions 10. Tips and Tricks 11. In Depth Exercises 12. Program Settings 13. Bonus Script	Sijil Penyertaan	40	Mac 2017, September 2017	10	500.00	NAMA : Norhafizah / Chua NO TEL : 06-6853854 EMEL : hafizah.s@ilm.gov.my / chua.y@ilm.gov.my
38	Teknologi Komputer (Rangkaian)	Computer Technology	1. Maintain Computer System Work Area 2. Setup Computer System Unit Components 3. Setup Computer Peripherals Components 4. Install Computer Operating System 5. Install Computer Device Drivers 6. Install Application Software	Sijil Penyertaan	16	Mac 2017, September 2017	10	500.00	NAMA : Syuhada / Chua NO TEL : 06-6853854 EMEL : ada@ilm.gov.my / chua.y@ilm.gov.my
39	Teknologi Komputer (Rangkaian)	Computer Network Fundamental	1. Pengenalan Local Area Network (LAN) 2. Keperluan peralatan & perkakasan rangkaian LAN 3. Teknik pemasangan dan pengujaan kabel UTP "straight and cross cable" 4. Keperluan TCP/IP dalam rangkaian komputer 5. Pemasangan kabel ke face plate, patch panel dan switch. 6. Konfigurasi rangkaian LAN dan pengujaan rangkaian. 7. Konfigurasi workgroup 8. Konfigurasi sharefile dan printer	Sijil Penyertaan	16	Mac 2017, September 2017	10	500.00	NAMA : Syuhada / Chua NO TEL : 06-6853854 EMEL : ada@ilm.gov.my / chua.y@ilm.gov.my
40	Teknologi Komputer (Rangkaian)	Microsoft Windows 2008 Server	1. Mengetahui Garis Panduan Keselamatan Bilik Server 2. Perbezaan Workgroup dan Domain 3. Pengenalan Operating System Windows 2008 Server 4. Servis-servis didalam Windows 2008 Server 5. Konfigurasi Active Directory & Configure Domain Controller 6. Konfigurasi DHCP Server dan install DNS Server 7. Buat akaun bagi Domain User 8. Buat Organizational Unit 9. Buat perubahan pada Group Policy bagi Domain 10. Buat Sharing	Sijil Penyertaan	16	Mac 2017, September 2017	10	500.00	NAMA : Syuhada / Chua NO TEL : 06-6853854 EMEL : ada@ilm.gov.my / chua.y@ilm.gov.my
41	Teknologi Komputer (Rangkaian)	Wireless Network Fundamental	1. Pengenalan Wireless 2. Pengenalan standard wireless 3. Pengenalan perkakasan wireless 4. Merancang pemasangan rangkaian wireless 5. Pemasangan rangkaian wireless 6. Konfigurasi ciri-ciri keselamatan wireless	Sijil Penyertaan	16	Mac 2017, September 2017	10	500.00	NAMA : Syuhada / Chua NO TEL : 06-6853854 EMEL : ada@ilm.gov.my / chua.y@ilm.gov.my
42	Teknologi Komputer (Rangkaian)	Mobile Device	1. Pengenalan android 2. Jenis-jenis android 3. Konfigurasi android phone 4. Langkah-langkah update android phone 5. Langkah-langkah reset android phone 6. Install android OS on android phone 7. Replace faulty part on android phone	Sijil Penyertaan	16	Mac 2017, September 2017	5	500.00	NAMA : Syuhada / Chua NO TEL : 06-6853854 EMEL : ada@ilm.gov.my / chua.y@ilm.gov.my
43	Pusat Sumber dan Multimedia	PC Maintenance	1. Maintain a PC - PC hardware and its function - How to assemble and setup PC	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
44	Pusat Sumber dan Multimedia	DLSR Photography Course	1. Introduction to DLSR 2. Technical DLSR 3. Learning aperture, shutter speed and lens	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
45	Pusat Sumber dan Multimedia	Basic Website Development	1. Basic creating website 2. How to editing layout 3. Editing content	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
46	Pusat Sumber dan Multimedia	Foto Digital Editing Course	1. Introduction to Adobe Photoshop 2. Function tools Adobe 3. How to create layout	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
47	Pusat Sumber dan Multimedia	Communication English	1. Introduction of communication 2. Basic in communication 3. Tips for better communication	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
48	Pusat Sumber dan Multimedia	Basic Internet Course	Introduction to the world of internet for beginner to internet	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
49	Pusat Sumber dan Multimedia	Kursus Asas Kemahiran ICT	1. Mengenal Software 2. Mengenal Microsoft Office 3. Mengenal Internet	Sijil Penyertaan	8	Setiap bulan	5	50.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
50	Pusat Sumber dan Multimedia	Ms Excel @ Ms Word @ Ms PowerPoint	<b>Ms Excel</b> 1. Performing Basic Calculations 2. Formatting Worksheets 3. Manipulating Data 4. Advanced Calculations 5. Making Data Visible <b>Ms Word</b> 1. Performing Basic Document 2. Long Documents 3. Special Features <b>Ms PowerPoint</b> 1. Performing Basic Presentation 2. Customizing Presentations 3. Working with Animation 4. Preparing Live Presentations	Sijil Penyertaan	16	Mac 2017, September 2017	10	300.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
51	Pusat Sumber dan Multimedia	Video Editing Introduction to Adobe Premiere Pro CC 2014	1. Essentials for Beginners 2. Performing Basic Editing 3. Basic Disc Authoring	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my
52	Pusat Sumber dan Multimedia	Video Editing Pinnacle Studio 17	1. Performing Basic Editing 2. Basic Disc Authoring	Sijil Penyertaan	16	Mac 2017, September 2017	10	400.00	NAMA : Norizan / Chua NO TEL : 06-6853854 EMEL : norizan.p@ilm.gov.my / chua.y@ilm.gov.my