

Dear All,

St. Xavier's College XRCVC -Lake Shore extension (formerly Viviana Extension) is happy to announce a fresh online batch of "CERTIFICATION PROGRAMMED FOR THE VISUALLY CHALLENGED persons" exclusively from Nigeria. This program is supported by the **Dhun Pestonji Parakh Discretionary Trust**.

Course Title: Basic Computer Training for the Visually Challenged

Eligibility:

- Good in English (reading, writing, and communication).
- Access to a desktop or laptop (Windows 10 with MS Office 2016 or later).
- Strong internet connection for video and audio communication.

Course Highlights:

- Fundamentals of computers
- Keyboard orientation
- Working efficiently with Basic Windows applications
- Organizing files & folders.
- NVDA settings
- Internet browsing and email correspondence
- Filling of Google form, essentials of Zoom conferencing platform.
- Introduction to MS Word

Outcome: Participants will empower themselves use computers independently for everyday and academic purposes.

Certification Requirements:

- Good conduct and satisfactory attendance
- Timely submission of all the assignments
- Successful completion of two tests
- Attendance at all follow-up sessions

Terms & conditions:

- The minimum age requirement is 16 years or older.
- XRCVC reserves the right to select the candidate.

Seats are limited—enrol now to secure your spot!

Those interested should kindly register by using the link appended below. <https://forms.gle/abWEQ1ziJinDnTlt7>

The registration link will close at 3.00 pm. On Tuesday 2nd December 2025.

Course duration: 48 hours (i.e., 6 hours a week for 8 weeks) Course beginning from 11 December 2025, Thursday

Training days: Tuesday, Thursday, and Saturday.

Time: 11:00 am to 1:00 pm. IST (6:30 am to 8:30 am Nigeria)

Venue: Zoom online conferencing platform

Important Note

1. Participants must use earphones/headphones during the training.
2. After clicking the link, fill out the form and click Submit — do not click Request Edit Access, as it will prevent submission.
3. After successful form submission, you will receive an acknowledgement email from Google, if you requested.

Xavier's Resource Centre for the Visually Challenged (XRCVC)

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