Information Technology (IT) Consulting
3 months Certificate Program
November or December, 2017 (Tentatively)

Consultancy Development Centre (CDC)
An Autonomous Institution, Dept. of Scientific & Industrial Research
Ministry of Science & Technology, Govt. of India

About the Program : IT consulting is a field that focuses on advising businesses on how effectively information technology can be leveraged to meet their business objectives. In today's rapidly evolving technological environment, Consultants play an important role in implementation of IT projects as consultants helps in estimating, managing, implementing, deploying and administering IT systems on behalf of client organizations.

Objectives of the Program: 3 months Certificate program will enable the participants
- To impart basic understanding of the IT Consulting requirements
- To equip professionals with knowledge, skills for making a career in Consulting
- To prepare professionals / experts working in IT industry for consulting profession

Key Features of the Program
- Class room inputs by faculty having practical IT consulting experience
- Facility to seek clarifications/ information through E-mentoring

Program delivery shall be through contact classes and online mentoring. IT Consultants and Eminent professionals will deliver the lectures. The programme will facilitate close interaction of the participants with the practicing consultants and eminent professionals from Industry and Consulting Organizations. The entire process will enrich learning, and will provide a useful platform to all the participants.

Who Should Attend?
- Professionals working in IT industry/ service sector/ development sector/not for Profit organizations with the job profile as internal consultant to their own organization

- Individuals inclined to have a career in IT Consulting after acquiring their educational qualifications (fresh as well as having non-consulting experience)

- Are working at entry levels in a consulting firm and also for the professionals who currently work in the field and wish to pursue a professional designation in the field of consulting

Eligibility: BE/ BTech/ MBA (IT)/ MCA/ MSc (Computer Science) or equivalent qualification (Final year students can also apply) or BSc (Computer Science)/ BCA or equivalent qualification with two years experience.

About CDC: Consultancy Development Centre (CDC) is an Autonomous Institution of the Department of Scientific and Industrial Research (DSIR) of Ministry of Science and Technology, Government of India, working towards promoting and strengthening Consultancy skills and capabilities including export of Consultancy Services. The Centre has emerged as a nodal agency for the development and promotion of consultancy capabilities in the country and endeavored to contribute towards the growth of consultancy services in the country, through its various programmes and activities.

Program Fee: The Program fee is Rs.11,800/- per participant
(Rs. 10,000 + current GST @ 18%)

Fee Concession structure for General Category
- For 3 and above upto 5nos of students – 10% Concession
- For 6 upto to 10 nos of students - 15% Concession
- Above 11 - 20% Concession

Fee Concession structure for OBC/SC /ST Category/Physically Handicapped
- Program fee is Rs.8850/- (Rs.7500/- per participant plus current GST @ 18%)
- A candidate who claimed to be from OBC/SC/ST/Physically Handicapped category shall support his/ her candidature by a certificate from the competent authority.

Program Schedule: November or December, 2017 (Tentatively)

Duration: 20 hours (4 hours Classroom learning) on Alternate weeks/ Sundays. The contact classes shall be held at CDC, India Habitat Centre, Lodhi Road, New Delhi.

Admission Procedure
Nominations may be sent to Ms. Seema Sachdeva, Program Coordinator by Email at seema@cdc.org.in or by post at Consultancy Development Centre (CDC), Core IV-B, 2nd Floor, India Habitat Centre, Lodhi Road, New Delhi – 110 003.

Applicants shall submit the duly filled up application form along with the documents e.g.: eligibility proof (xerox of degree , Letter from institute or Final year marksheet if persuing final year) experience certificate if having bachelor degree.

The programme fee of Rs.11,800/- per participant (Rs.10,000 + current GST @ 18%) to be paid in the form of demand draft drawn in favor of "Consultancy Development Centre", payable at New Delhi or fee can be paid via net banking or NEFT. For online transfer of program fee, kindly contact the program coordinator.

Fee payment paid by organization towards nominating their employees for Certificate Programme in Information Technology (IT) Consulting are requested to submit the covering letter along with the application form and Demand draft stating that the payment has been made by the organization, hence the receipt shall be made in favour of the said organization.

Candidates are requested to inform if there is any change in communication address submitted to CDC at the time of admission and information shall be given to CDC minimum 2 weeks prior to the scheduled examination. The address is required for dispatch of the certificates to the qualified students, otherwise CDC will not be responsible for loss of certificate and Rs.150/- will be charged for issue of duplicate certificate.

Program Contents

Week	Session	Topics
Week-1	1	**Understanding of IT Industry** • Principles, Coverage and Types • Difference between IT Manager and IT Consultants • Types of IT Consulting Firms • IT Consulting project Lifecycle • IT Consulting Career & Opportunities
	2	• Overview of RFP, SLAs and Bid Process Management • Tenders, Bids, Proposals, What is RFP?, Types of Requests • Preparation of a Proposal including Scoping and Contracting • Pricing & Negotiations
Week-2	3	**Project Planning, Study, Analysis & Design Phases** • Understanding the Client's Problem • Needs Assessment Study • Defining Project Scope • Understanding of Business Requirements
	4	• Analysis of Systems & Business Processes • Modeling of the Systems Requirements & Processes to Design Phase • Understanding the Design Framework Architecture
Week-3	5	**Project Implementation, Testing and Maintenance Phases** • Role of Consultant during Development Project planning and project delivery Project implementation & Impact Analysis • Testing and acceptance phases of an IT solution • Understanding basic concepts of IT Security & Application Vulnerability
	6	• Importance of Program Management • Role of Consultant during Maintenance Phase • Importance of Change Management • Importance of Knowledge Management
Week-4	7	**IT Consulting tools and processes** • Enterprise Resource Planning (ERP) • E-business concepts, • IT-enabled solutions for Customer Relationship Management • Supply Chain Management (SCM) • Concepts of Business Intelligence
	8	• Online Analytical Processing (OLAP) • Data Mining • Data Mining Tools, Process mining • Business Process Re-Engineering (BPR) • Benchmarking and Business Risk Management
Week-5	9	**Preparing IT Consultants for tomorrow** • Trends & Challenges • Web technologies • Cloud computing • Digital marketing, Social media and Internet of Things
	10	• Overview of Business skills required for IT Consulting with focus on Project Sales Cycle • Assessment of future Up-sell/ Cross-sell opportunities in IT Consulting

Examination

All registered candidates would be expected to appear for 3 hours written test at the end of the course. Based on the overall assessment, students will be awarded grades Grade % of marks : A) 80% and above   B) 65% - 79%   C) 50% - 64%.

As per CDC norms for Certificate Program, If participant is absent on the day examination or has not qualified the examination (minimum 'C' grade is mandatory to qualify the examination) in first attempt, in such cases ONLY ONE CHANCE IS GIVEN TO PARTICIPANTS TO TAKE EXAMINATION ALONG WITH THE NEXT BATCH's EXAMINATION and the information for examination dates and timings will be sent to the participants 2 weeks prior to the scheduled examination and no other chance will be given thereafter and individual requests for postponement or pre-pone of the examination shall not be entertained. There is no examination fee. This program is not AICTE approved.

Those securing at least 50% marks (C grade) would become eligible for award of Certificate by CDC, Autonomous Institution of DSIR, Ministry of Science & Technology, Government of India on successful completion of program.

For further details, please refer our website: www.cdc.org.in under section "WHAT'S NEW" or "Courses Offered" or contact the Program Coordinator, Ms. Seema Sachdeva at   Email: seema@cdc.org.in   or Tel.No.011-24602601, 24602915, 24601533, Fax:011-24602602.