

TRAINING CONTENTS

Session	Name of the Topics	Contact Hour
Session 01	Module 1: Introduction Part 1 <ul style="list-style-type: none">• Introduction to Graphic Design• Why is Graphic Design Important?• Elements of Graphic Design• The Role of Graphic Design in Marketing• Types of Graphic Design	3
Session 02	Part 2 <ul style="list-style-type: none">• What is Typography?• Color• Visual Grammar Guidelines• Page Layouts• Tables	3
Session 3	Part 3 <ul style="list-style-type: none">• Simplified Drawings• Photographs• Diagrams• Text Procedures	3

Session 4	Part 4 <ul style="list-style-type: none"> • Icons & Visual Symbols • Screen Captures • Images • Fundamentals of Design • Branding and Identity 	3
Session 5	Module 2: PowerPoint Part 1 <ul style="list-style-type: none"> • Introduction to Interface • Tools & Elements • Setup for Designing • Themes and Presets 	3
Session 6	Part 2 <ul style="list-style-type: none"> • Playing with Shapes • Playing with Text • Arranging & Aligning Shapes and Text Boxes 	3
Session 7	Part 3 <ul style="list-style-type: none"> • Editing Image • Remove Background • Keyboard Shortcuts • Lettermark Logo 	3

Session 8	Part 4 <ul style="list-style-type: none"> • Symbolic or Iconic Logo • Emblem Logo • Facebook Cover • Twitter Cover • LinkedIn Cover 	3
Session 9	Part 5 <ul style="list-style-type: none"> • YouTube Text Logo • YouTube Icon Logo • YouTube Channel Art Template & Design 	3
Session 10	Part 6 <ul style="list-style-type: none"> • Photo Manipulation • Write Text Behind an Object • Draw Frame or Border Behind an Object • Invoice Template 	3
Session 11	Review Session <ul style="list-style-type: none"> • Based on the contents of Training Session 01 to 10 	3
Session 12	Module 3: Adobe Photoshop Part 1 <ul style="list-style-type: none"> • Introduction to Interface • Setup Canvas • Tools & Features 	3

Session 13	Part 2 <ul style="list-style-type: none"> ● Remove Background ● Clipping Path ● Image Manipulation 	3
Session 14	Part 3 <ul style="list-style-type: none"> ● Business Card 	3
Session 15	Part 4 <ul style="list-style-type: none"> ● Social Media Cover Design ● Thumbnail 	3
Session 16	Part 5 <ul style="list-style-type: none"> ● Poster ● GIF Animation 	3
Session 17	Module 4: Adobe Illustrator Part 1 <ul style="list-style-type: none"> ● Introduction to Interface ● Setup Canvas ● Tools & Features 	3
Session 18	Part 2 <ul style="list-style-type: none"> ● Character Design (Using Shape) ● Raster Graphic to Vector Graphic 	3

Session 19	Part 3 <ul style="list-style-type: none"> • Typography, Calligraphy • Typography Logo • Abstract Logo • Mascot Logo 	3
Session 20	Mentorship Session: A dedicated session with an industry expert to discuss career opportunities, real-world applications of Graphics Design, and insights into the latest trends.	3
	Total Class Hours	60 hours