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# SCHOOL OF ELECTRICAL AND ELECTRONIC ENGINEERING

## ELECTRICAL DEPARTMENT

### Description

Electrical and Electronics course purposes to provide students with skills, knowledge and qualities that enable;

1. Design an electrical installation work
2. Maintain and repair domestic and commercial installations and appliances
3. Carry out basic wiring industrial installations
4. Read and interpret electrical drawing and wiring diagrams
5. Develop appropriate safety awareness required in electrical installation work.

The college assist in getting industrial attachment/ employment to our electrical engineering students who successfully complete the course.

After successful completion of the Electrical course, Viteec Institute offer ERC (Energy Regulatory Commission) training on electrical contractor license.

#### Units Covered

1. Electrical Engineering Principles (Power)
2. Electrical Engineering Practice
3. Design of Electrical Installations
4. Practical Tasks (Testing & Inspection)
5. Installation Commissioning & Fault Diagnosis
6. Electrical Maintenance
7. Power Electronics
8. Entrepreneurship Skills
9. Erection & Verification of Electrical Installations
10. Motor & Generator Installation
11. Contactor license ERC (Energy Regulatory Commission) completion course

## ELECTRONIC DEPARTMENT

### Units Covered

1. Electronics Principles & Application
2. Proper use of tools & Instruments
3. Radio Communication & Servicing
4. Television Electronics & Servicing
5. Construction of Amplifiers & Power
6. Basic Electrical Maintenance
7. Entrepreneurship skills
8. Electrical wiring

#### Course Summary

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAM BODY** | **DURATION (Months)** | **MINIMUM**  **REQUIREMENTS** | **LEVEL** |
| C&G | 24 | KCSE D+ | Diploma |
| KNEC | 36 | KCSE C- | Diploma |
| KNEC | 12 | KCPE / KCSE D- | Artisan Certificate |
| KNEC | 24 | Artisan Cert / KCSE D | Craft Certificate |
| NITA | 12 | KCPE / KCSE D- | Grade III |
| NITA | 6 | Grade III cert | Grade II |
| NITA | 6 | Grade II cert | Grade I |
| Internal | 6 | Experience | All levels |

**N/B:**

1. For experienced Electrician an in service course is availed subsequently booking for his/ her relevant examination.
2. The college offers an electrician license class CII & CI course which enables the trainee to authorize an electrical installation completion certificate.
3. We offer short courses in;
   1. Public address systems
   2. Arc wielding Machines both oil and air cooled systems construction and manufacture.

# SCHOOL OF AUTOMOTIVE ENGINEERING

## Description

This course has a keen eye in heartening the automotive industry, it focusses on both Motor vehicle Mechanics and Motor Vehicle Electrician as a source of livelihood to many youths and families.

Students are therefore anticipated to learn, comprehend and appreciate the basic operations of a motor vehicle, its key operational systems, panel beating, spray painting, maintenance and repair.

### Units Covered;

1. Entrepreneurship Education
2. Information and communication technology ICT
3. Technical drawing
4. Mathematics
5. Applied science
6. Workshop technology
7. Electrical and electronic principles
8. Vehicle technology
9. Vehicle Body work
10. Communication skills
11. Life skills
12. Driving skills
13. Workshop organization and management
14. Business Plan
15. Trade project among others.

#### Course Summary

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAM BODY** | **DURATION**  **(MONTHS)** | **MINIMUM**  **REQUIREMENTS** | **LEVEL** |
| KNEC | 12 | KCPE / KCSE D- | Artisan Certificate |
| KNEC | 24 | Artisan cert /KCSE D | Craft Certificate |
| NITA | 12 | KCPE / D- | Grade III |
| NITA | 6 | Grade III & II Cert | Grade II, I |
| KNEC | 24 | KCSE C- | Diploma |
| C&G | 24 | KCSE D+ | Diploma |

**N.B**

1. For experienced Motor Vehicle Mechanic/ Electrician an in service course is availed subsequently booking for his/ her relevant examination.

# SCHOOL OF COMPUTER I.T/ ICT COURSES

## Description

The fundamental purpose of this course is to prepare students and the populace to the new digital age and epoch i.e. technologically driven economy and the social order. Its main features take in;

* Soft Keyboarding skills, data input skills, basic computer computation skills, Computer data & information presentation skills, Hardware and Software Installation, development and maintenance. Data security, the World Wide Web and electronic communication know-how.
* Website, Graphic design and computer aided art & design
* Computer Programming, Networking and Database management
* Computer accounts Profession

### Units Covered

**Packages**

1. Introduction to Computers
2. Ms Windows
3. Keyboarding Skills
4. Ms Word
5. Ms Excel
6. Ms Power Point
7. Ms Access
8. Ms Publisher
9. Data Security
10. Internet & email

**Graphic Design Certified Profession (Level 2)**

1. Adobe page maker
2. Corel draw
3. Adobe indesign
4. Front page Xpress
5. Adobe illustrator
6. Adobe Photoshop

**Computer Accounts Profession (Level 3)**

Quick books, Sage, Pastel, systematic

**Web design Specialist (Part 1)**

HTML, CSS, Fireworks, Dream Weaver, Joomla, Flash

**Web Design Specialist (Part 2)**

Java script, ASP, PHP, SQL server 2005/2008/MySQL

**Computer Programming**

Visual Basic, C++, Java Programming

**Data base Administration**

Dbase management, Ms SQL server

**Computer Aided Art and Design**

AutoCAD, SPSS, ArchCAD

**Diploma/ Certificate in I.T/ ICT**

1. Structured programming
2. Computer maintenance and support
3. Financial Accounting
4. Basic Electronics
5. Operating systems
6. Trade Project among others

#### Course Summary of School of I.T/ ICT

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAM BODY** | **DURATION**  **(Months)** | **Minimum**  **Requirements** | **LEVEL** |
| C.S.K | 12 | KCSE D+ | Diploma Module I & II I.T/ICT |
| C.S.K | 12 | C.S.K Diploma / KCSE C- | Advanced Diploma Module I & II |
| KNEC | 36 | KCSE C- | Diploma Module I, II & III I.T/ICT |
| KNEC | 24 | KCSE C- | Diploma ICT |
| KASNEB | 24 | KCSE C- | Diploma in Computer studies |
| KNEC | 24 | KCSE D | Craft Certificate |

# SCHOOL OF BUSINESS STUDIES

## Description

This course entails the enlightenment of the key trade and commerce behaviors and operations that incorporate the free flow of trade. These attributes cut across the board. I.e. from business gestation to its re-engineering / re design or death stage.

It encircles the achievement of the below expertise and aptitudes;

1. Entrepreneurship and Business acumen
2. Book keeping, Accounting and Finance
3. Purchasing, supplies and Procurement
4. Marketing and sales development
5. Management on both Human Capital/ labor and Organizational Management
6. Banking

#### Course Summary School of Business

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAM BODY** | **DURATION**  **MONTHS** | **MINIMUM REQUIREMENTS** | **LEVEL** |
| KNEC | 36 | KCSE C- | Diploma |
| City & Guilds | 24 | KCSE D+ | Diploma |
| ICM | 24 | KCSE D- | Diploma |
| KNEC | 24 | KCSE D | Craft Cert |
| KASNEB | 12 | KCSE D | ATD |
| KASNEB | 6 (Per section) | KCSE Mean Grade C+, Math & English C+ | CPA Cert |

# SCHOOL OF HOTEL AND CATERING

## Description

This course brings to light and insights in basic cuisine preparation & presentation cleverness, etiquettes and business.

Its sole aim is to promote the Hotel, Conferencing and Outside catering Industry as a key arm in any civilized economy.

It derives its heritages from Traditional to the new age cuisine preparation and presentation.

### Units

The course encompasses Food & Beverage Production and Service & Sales.

We also offer outside catering services.

Teaching methodology focusses on theory and practical

Viteec training Institute prides in assisting our students in internship and employment placements.

#### **Course Summary School of Hotel and Catering**

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAM BODY** | **DURATION**  **MONTHS** | **MINIMUM REQUIREMENTS** | **LEVEL** |
| KNEC | 36 | KCSE C- | Diploma |
| KNEC | 24 | KCSE D | Craft Certificate |
| KNEC | 12 | KCPE/ KCSE D- | Artisan Certificate |
| NITA | 12 | KCPE / KCSE D | Grade III |
| NITA | 12 | Grade III | Grade II Certificate |
| NITA | 12 | Grade II | Grade I Certificate |

**N.B**

Viteec also offer short courses that comprise;

1. Techniques of cooking e.g. bakery, pastry and confectionary making.
2. Food preservation
3. Application of cookery methods to different food commodities
4. Costing and Pricing
5. Recipes development, conversion and stand stations among another

# SCHOOL OF LANGUAGES

## Description

This is a school that is aimed to promote diversification, coherence and ease of doing business and interaction. It focusses on internationally recognized lingual that are reasonably significant to Global Trade development and realization. These lingual are ordinarily European and Asian Countries languages acceptable globally.

#### Course Summary School of Language

|  |  |  |  |
| --- | --- | --- | --- |
| **EXAM BODY** | **DURATION**  **MONTHS** | **MINIMUM REQUIREMENTS** | **LEVEL** |
| Alliance Francais’e | 12 | N/A | Certificate French |
| Alliance Francais’e | 6 | Certificate | Diploma French |
| City & Guilds | 6 | N/A | Certificate English |
| City & Guilds | 6 | KCSE/ Certificate | Diploma English |

**N.B**

Viteec Training Institute also offer other languages e.g.

1. German
2. Spanish
3. Chinese
4. Japanese among others