Ms-Office

Word, Excel, Powerpoint

COURSE

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#1 TRENDING Course for 10th Std Students

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Certified Ms-Office Course:

Word, Excel & PowerPoint

Fees: ~~12,990~~ Special 'Limited' Offer Rs. 7,990✓

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MICROSOFT-WORD Syllabus

Menu Bars & Toolbars
Page Setup
Standard & Format Tool Bar
Drawing Tools, Auto-format
Inserting Objects & Pictures
Newspaper style Columns
Borders & Shading
Headers & Footers
Inserting Symbols
Bullet & Numbering
Thesaurus, Word Count
Auto Text Entry
Auto Correct, Tables
Sorting, Mail Merge

- ✓ Includes **Certificates**
- ✓ **Books** & **Notes**
- ✓ **Extra** Certifications of Workshops
- ✓ **AI Tools** & Intro to Digital Marketing
- ✓ **Projects** & **Assignments** for College Life.
- ✓ **TRENDING** Course for **10th Std Students**

MICROSOFT -EXCEL Syllabus

Electronic Spreadsheet Concept
Formatting Fonts
Numbers, Auto-Format
Relative & Absolute Reference
Date & Currency Formatting
Formula charts & Graphs
2D/3D Graphs
Pie, Line Cone
Formatting Charts
Sub Total Reports
Auto Filters
Password Protecting Worksheets
Linking Multiple Sheets

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MICROSOFT-POWERPOINT Syllabus

Electronic Slide Presentation
Slide Formatting
Theme & Slide Layout
SmartArt, Charts & Graphics
Adding Animation Effects
Giving Effects & Transitions to Slides
Creating Professional Slide Presentations
Setting up a Slide Show & Giving Timings
Adding Music to Presentations
Compiling Videos of Presentations
Sharing & Saving Different Formats of Presentations

- **INTERNET**: Using GMAIL, Understanding the Basics of the Internet, **Researching Skills.**
- **Digital Literacy Skills:** Learning to evaluate online information
- **Media Literacy and Critical Thinking**
- **AI – Artificial Intelligence Apps.**

Linking Word, Excel & PowerPoint

Introduction to Digital Marketing Fundamentals

Introduction to Digital Marketing Modules offers a comprehensive overview of the dynamic world of online marketing. This module delves into fundamental concepts, strategies, and tools essential for navigating today's digital landscape. From understanding Social Media Platforms and Search engines, Students will gain insights into how businesses harness the power of digital channels.

Basics of Graphic Designing Fundamentals

Introduction to Graphic Designing is an exciting journey into the world of Visual Communication and Creativity. This course introduces 10th standard students to the fundamental principles and tools used in graphic design.

Certified CANVA Graphic & Video Editing Course

You will learn the following topics

1. Graphic Designing
2. Video Editing : Reels, Youtube Videos
3. Presentations
4. Brochure & Logos
5. Web Designing
6. Digital Card
7. Portfolio Creation

- ✓ Includes **2 Certificates**
- ✓ **Books** & **Notes**
- ✓ **Extra** Certifications of Workshops
- ✓ **AI Tools** & Intro to Digital Marketing
- ✓ **Projects** & **Assignments** for College Life.
- ✓ **#1 TRENDING Course for 10th Std Students**

Google ★★★★½ 4.7/5 CUSTOMER REVIEWS

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Original Fees: ~~12,990~~

Special Offer Fees 7,990

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Further **"Join 2 Pay for 1"** = Rs. **3995** per student

Duration: 2-3 Months / Fast Track Available.

Fees:

Effective cost Rs. 3995 per Student only for 10th Students

SAVE 50% on the full collection

BENEFITS of Ms-OFFICE for 10th Students

1. **Document Creation & Formatting for Assignments.**
2. **Manage & Analyze data effectively for Research Projects using Excel spreadsheets – Create Charts & Graphs.**
3. **Create Professional & Engaging Presentations for Class Projects and Seminars with PowerPoint.**
4. **Organizational Skills & Productivity with Ms-Office for College Activities.**
5. **Industry Recognized Certification.**

SOFTPRO COMPUTER EDUCATION
CERTIFICATION - TECHNOLOGY - ORGANIZATION

Mr / Ms Klavya Mashru
has successfully completed the course titled:
Diploma in Ms-Office: Word, Excel & Powerpoint
Skills on Word-Processing, Spreadsheet & Presentation
He/She has acquired the skills & proficiency to operate the software.
Course Duration: 2 Months.
His/Her Performance has been: Good
Issued at : Mumbai.
Awarded on : 16/3/2024
Certificate Verified : SCC-000066
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PLEASE READ ME

☑ Ultimately, what will be the Result of Completing this Course?

YOU Will be College-Ready! You will be Prepared for College life with our MS Office course tailored for 10th standard Students, equipping You with essential skills for academic success & beyond.

☑ Duration

| 2-3 Months | 3 Times a Week | 1 or 1.30-hour Sessions |
Fees: Includes Notes/Books, **2 Certificates**

☑ **Drop in for a FREE Counselling**

Gain Essential Skills for Success in College and Beyond:

☑ Get Ahead in Assignments and Presentations
☑ Create Professional Projects with Ms Word
☑ Boost Your Academic Performance with MS Office Expertise

Course Topics Covered are

1. Basics of Computers ☑
2. Ms Office ☑
3. Ms Word / Google Docs ☑
4. Ms Excel / Google Sheets ☑
5. Ms PowerPoint / Google Slides ☑
6. Internet Techniques ☑
7. Canva PRO Designing ☑
8. Intro to Social Media & Digital Marketing ☑
9. Intro Graphic Designing ☑

Google ★★★★½ 4.7/5 CUSTOMER REVIEWS

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COURSES for 10th Students

COMPUTER & IT SKILLS for 10th Students

LEARNING BENEFIT

- Digital Literacy
- Career Exploration
- Future-Ready Skills
- Communication Skills
- Presenting Ideas & Projects
- Educational Enhancement

14-17 years

FOR MORE INFO

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MS-OFFICE Ms-Word, Ms-Excel & Powerpoint

Certificate Course in MS-OFFICE Program

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Tech Savvy Teens - Mastering Microsoft Office Essentials

Course : "Tech Savvy Teens," an engaging and comprehensive course designed to empower teenagers with essential skills in Microsoft Word, Excel, and PowerPoint.

14 - 17 YEARS

Module 1: Introduction to Microsoft Office

- Lesson 1: Overview of Microsoft Office Suite
- Lesson 2: Navigating the Ribbon Interface
- Activity: Setting up a personalized workspace

Module 2: Ms-Word - Document Mastery

- Lesson 1: Document Creation and Formatting
- Lesson 2: Advanced Text Editing and Styles
- Lesson 3: Collaboration Features in Word
- Activity: Crafting a professional-looking resume

Module 3: Ms-Excel Explorations - Data Handling and Analysis

- Lesson 1: Spreadsheet Basics and Organization
- Lesson 2: Formulas, Functions, and Data Analysis
- Lesson 3: Introduction to Data Visualization with Charts
- Activity: Building a budget and financial projections

Module 4: Ms-PowerPoint Powerhouse - Presentation Excellence

- Lesson 1: Creating Dynamic Slides and Layouts
- Lesson 2: Multimedia Integration and Animation
- Lesson 3: Effective Presentation Techniques
- Activity: Designing an impactful school project presentation

Module 5: Advanced Office Skills

- Lesson 1: Mail Merge in Word
- Lesson 2: Advanced Charting and Analysis in Excel
- Lesson 3: Mastering Slide Masters in PowerPoint
- Activity: Creating a dynamic multimedia presentation

Certification and Showcase Projects

- Certification: Recognition of completion
- Showcase: Presentation of individual or group projects

UPGRADE YOUR IT SKILLS

We have Successfully Trained over 9739+ 10th Students

UPGRADE

Fees: Rs. ~~11,990~~ Offer 7,990

Duration: 2 Months

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Graphic Design Your Digital CAREER !

SKILL LEVEL

DIPLOMA IN Advance GRAPHIC DESIGN

1. **Adobe Photoshop™**
2. **Adobe Illustrator™ Vector Graphic**
3. **Adobe In-Design™**
4. Digital Art (**Canva™ PRO Certified**)
5. **Canva™** PRO **Video Editing**
6. **Behance™ PORTFOLIO** Creation
7. **FINAL Project** Submission

AGE 14-17 Years

Fees: Rs. ~~33,990~~
Offer: Rs. 21990
Duration: 4-5 Months

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Unlock your creative potential with our Graphic Designing Course, a comprehensive journey into the world of visual communication.

What You'll Learn:

Adobe Photoshop: Learn to enhance photos, create stunning graphics, and master the art of digital imaging.

Adobe Illustrator: Unleash your creativity with vector graphics. Discover the power of Illustrator for creating logos, icons, illustrations.

Adobe InDesign: Desktop publishing. From brochures to magazines, learn to create visually appealing documents with InDesign's versatile tools.

Behance: Elevate your portfolio game. Build a compelling portfolio that reflects your unique style.

Canva: GRAPHCIS, VIDEO EDITING. WEB DESIGNING. DIGITAL ART. REELS.

Why Choose Our Course:

Hands-On Learning: Practice is key. Our course emphasizes practical applications

Expert Guidance: Learn from seasoned professionals with extensive experience.

Project-Based Approach: 35+ Engaging LIVE Projects.

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Master Google Suite - Google Gurus in the Making!

Google for 10th Students

Certificate Course in GOOGLE SUITE

CERTIFIED

14 - 17 YEARS

Module 1: Introduction to Google Suite
Understanding Google Suite and its applications.

Module 2: Google DOCS - Word Processing Magic
Creating, editing & Formatting text documents.
Collaborative writing and sharing with peers.
Adding images, links, and other elements.

Module 3: Google SHEETS - Number Crunching Adventures
Basics of spreadsheet creation and organization.
Formulas & Functions for calculations. Charts & Graphs.

Module 4: Google SLIDES - Presentation Powerhouse
Crafting engaging presentations with text, images,
& Multimedia. Dynamic slide Transitions and Animations.

Module 5: Google FORMS - Surveys and Quizzes
Building customized forms for surveys and quizzes.
Collecting Data and Integrating forms.

Module 6: Google DRIVE - Cloud Storage Mastery
Organizing and managing files in Google Drive.
Sharing , Utilizing Google Drive for seamless access.

Module 7: Google GMAIL - Efficient Email Management
Mastering Gmail interface and navigation.
Organizing emails with labels, folders, and filters.

Module 8: Google CALENDER - Time Management
Scheduling events, reminders, and appointments.

Module 9: Final PROJECT - Showcasing Skills

Assessment: Continuous assessment through hands-on activities & Projects. Final project presentation.

Fees: Rs. ~~18,990~~ Offer 14,990
Duration: 45 Sessions

UPGRADE YOUR IT SKILLS
We have Successfully Trained over 9739+ 10th Students till date!

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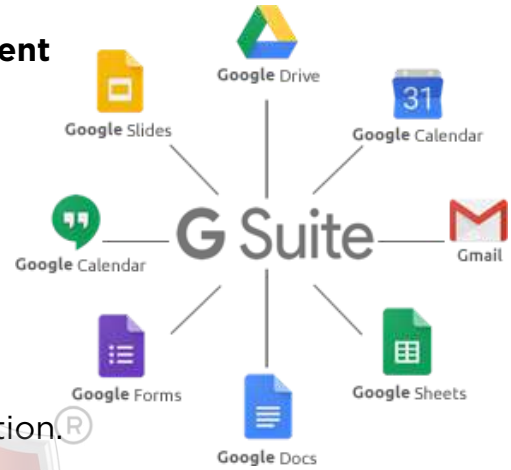

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WEB Designing Skills for Students

Certificate Course in WEB DESIGN

CERTIFIED

Includes Coding

AGE
14 - 17 YEARS

Module 1: CODING - HTML Basics

Introduction to HTML (Hypertext Markup Lang)
Understanding HTML syntax and structure.
Creating a basic HTML document.
Incorporating text, links, and images.

Module 2: HTML5 Features and Enhancements

Overview of HTML5 advancements.
New semantic elements (header, footer, article, etc.).
HTML5 multimedia elements (audio and video).
Understanding the canvas element for graphics.

Module 3: GIF Animation Fundamentals

Introduction to Graphics Interchange Format (GIF).
Basics of creating simple GIF animations.
Techniques for optimizing GIF files.
Adding animation to web pages using GIFs.

UPGRADE YOUR IT SKILLS
We have Successfully Trained over 9739++ 10th Students

Module 4: Morphing Techniques

Understanding morphing in graphics.
Overview of image morphing and its applications.
Practical exercises for morphing images.
Implementing morphing effects in web design.

Module 5: AI TOOL for Web Designing

Learn to Create a Responsive Website with AI TOOL.

Module 6: CREATE AN APP (without Coding)

Lesson 1: Comparison of No-Code Platforms
Lesson 2: Assessing Your App Requirements
Lesson 3: Selecting the Ideal Platform for Your Project
Lesson 4: Designing Navigational Elements
Lesson 5: Setting Up Your No-Code Environment
Lesson 6: Creating App Pages and Screens
Lesson 7: Adding and Customizing UI Elements
Lesson 8: Integrating Media and Content

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Fees: Rs. ~~18,990~~ Offer 14,990
Duration: 36 Sessions (Online OR Classroom)

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Advance WEB Designing

ADVANCE Course in WEB DESIGN

CERTIFIED

Includes Coding

Age 14 - 17 YEARS

Module 1: CODING - HTML Basics (Hypertext Markup Language).
Module 2: HTML5 Features and Enhancements
Module 3: GIF Animation Fundamentals
Module 4: Morphing Techniques
Module 5: AI TOOL for Web Designing

ADVANCE Web Design Includes 5 Modules of CERTIFICIATE IN WEB DESIGN

UPGRADE YOUR IT SKILLS
We have Successfully Trained over 9739+ 10th Students

UPGRADE

Module 7: Adobe Dreamweaver Basics
Introduction to Dreamweaver's interface and features.
Creating static web pages with HTML and CSS.
Understanding the fundamentals of web design.

Module 8: WordPress.com Essentials
Navigating the WordPress.com platform.
Creating and customizing a WordPress.com website.
Understanding themes, plugins, and widgets.

Module 9: Content Management with WordPress.com
Managing and organizing content effectively.
Creating blog posts, pages, and multimedia.
Utilizing categories and tags for efficient content structure.

Modules 1 - 9
(Includes Certificate Web Design)
Fees: Rs. ~~45,990~~ Offer 19,990
Duration: 70 Sessions

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CONTENT WRITING COURSE

AGE 14 - 17 YEARS

Content Writing Course (Ages 14-17)

Course Duration: 8 Weeks

Objective: Through interactive and creative activities, students will enhance their ability to express ideas clearly, organize thoughts, and create engaging written content.

Week 1: Understanding Content Writing
- Exploring different types of content (stories, articles, blogs)
- Developing a basic understanding of audience and purpose in writing

Week 2: Building a Strong Foundation
- Grammar basics: parts of speech, sentence structure
- Spelling and vocabulary enhancement
- Introduction to proofreading and editing

Week 3: The Art of Storytelling
- Elements of a story: characters, setting, plot
- Creating a story outline
- Writing a short story and sharing with classmates

Week 4: Crafting Engaging Articles
- Understanding the structure of articles
- Identifying and researching interesting topics
- Writing an informative article on a chosen subject

Week 5: NICHE Clarity | Writing for SOCIAL MEDIA
- Searching for a Niche, Picking up a Industry & Category for Niche.
- Writing Captions, Hashtags, Headlines for Social Media

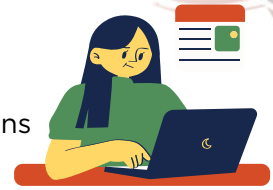
Week 6: Blogging Basics & Creating BLOG
- What is a blog and how to start one
- Developing a blog post: ideas, headlines, and content
- Creating a simple blog and sharing posts with classmates

Week 7: Research and Fact-checking | Keyword TOOLS
- The importance of research in writing
- Learning how to find reliable sources
- Fact-checking and incorporating information into writing

Week 8: Review and Showcase
- Reviewing and reflecting on the skills learned
- Showcasing a portfolio of the students' best work
- Providing constructive feedback to peers

And LEARN 5 AI Tools

Assessment:
- Weekly writing assignments
- Peer review and feedback sessions



Fees: Rs. ~~18,990~~ Offer 7,990
Duration: 12 Sessions (Online)

Materials Needed:
- **Access to a computer for online research and blogging activities**

Note to Parents: Parents are encouraged to support their child's learning by reviewing their work, providing constructive feedback, and engaging in discussions about the topics covered in the course.

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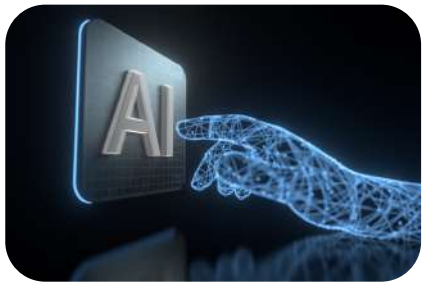
AI Artificial Intelligence & CHAT GPT !

5 Artificial Intelligence Tools

Course in CHATGPT & AI Tools



AGE
14 - 17 YEARS

CERTIFIED

Module 1: Introduction to ChatGPT

- Lesson 1: Understanding Conversational AI
  - Overview of Natural Language Processing (NLP)
  - Introduction to GPT
  - (Generative Pre-trained Transformer) architecture
- Lesson 2: Overview of ChatGPT
  - Evolution of ChatGPT models
  - Key features and capabilities

Module 2: Getting Started with ChatGPT

- Lesson 1: Setting Up Your Environment
  - Accessing OpenAI's ChatGPT API
  - Using ChatGPT through OpenAI's Playground
- Lesson 2: Exploring the Interface
  - Input formats and options
  - Interpreting responses

Module 3: Building Conversations with ChatGPT

- Lesson 1: Crafting Effective Prompts
  - Tips for formulating queries
  - Handling context in conversations
- Lesson 2: Controlling Output
  - Adjusting temperature and max tokens
  - Dealing with potential biases

Module 4: Advanced Features and Customization

- Lesson 1: Introduction to Fine-Tuning
  - Overview of fine-tuning process
  - Use cases for fine-tuned models
- Lesson 2: Customizing Responses
  - Implementing user-specific instructions
  - Tailoring outputs for specific domains

Learn 5 AI Tools

1. AI Graphic
2. Video Editing
3. Captioning
4. Digital Card
5. Web Design
6. Blogging

Fees: Rs. ~~18,990~~ Offer 4,990
Duration: 12 Sessions (Online)

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ANIMATION Adventures Start Here! ☀️💡

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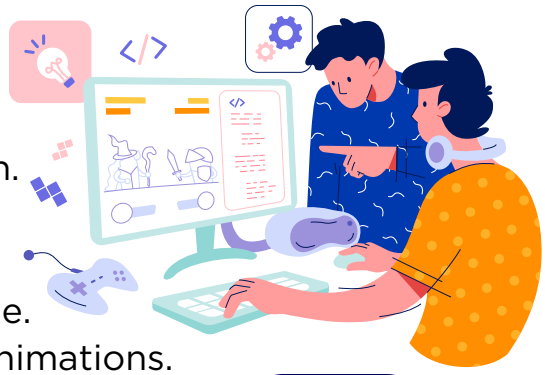
2D Animation - Adobe Animate

AGE
14 - 17 YEARS

Advance Course in 2D ANIMATION

Adobe Animate – Mastering 2D Animation

Course Overview: Dive into the dynamic world of animation with **Adobe Animate**, the industry-standard software for 2D animation. This course is designed for beginners and aspiring animators, offering hands-on experience in creating captivating animations with **Adobe Animate**.



Module 1: Introduction to Adobe Animate

- Adobe Animate interface and tools.
- Understanding the principles of 2D animation.
- Setting up a new project in Adobe Animate.

Module 2: Animation Basics

- Creating keyframes and frames in the timeline.
- Exploring tweening techniques for smooth animations.
- Understanding the concept of easing and timing.

Module 3: Character Animation

- Rigging and animating characters in Adobe Animate.
- Lip-syncing techniques for character dialogue.
- Incorporating facial expressions and body movements.

Module 4: Special Effects and Transitions

- Adding special effects to enhance animations.
- Creating transitions between scenes.
- Mastering advanced animation techniques.

Module 5: Interactive Elements

- Incorporating interactive elements.
- Creating buttons and interactive navigation.
- Exporting animated content for web and multimedia.

Course Objectives:

- Gain proficiency in **Adobe Animate** for 2D animation projects.
- Master animation basics, character animation, and special effects.
- Understand the principles of interactive elements within animations.
- Create a portfolio-ready 2D animation project.

Fees: Rs. ~~18,990~~ Offer 13,990
Duration: 25 Sessions

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🚀 Unlock Your Creative Power - Build Your Own Game without Limits!

12-18yrs

CERTIFIED

🎮 Why Just PLAY When You Can Create?

Have you ever wished you could design your Characters, and Epic quests? With Unreal Adventures, you're not just a player; you're the mastermind behind the next big gaming sensation. No coding experience needed – just bring your enthusiasm and let's turn your gaming dreams into reality!

🚀 Why Teenagers Love Unreal Adventures:

- No Coding Required
- **Hands-On Experience:** Build your game from scratch and see your ideas come to life.
- **Explore Unreal Engine:** Navigate the same tool used by professionals in the gaming industry.

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Gaming Course

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Learn GAMING - With UNREAL ENGINE 14-18yrs

Game Development with Unreal Engine for Teenagers

Module 1: Getting Started with Unreal Engine

- Lesson 1: Introduction to Unreal Engine
  - Overview of Unreal Engine and its capabilities
  - Understanding the Unreal Editor interface
- Lesson 2: Installing Unreal Engine
  - Step-by-step guide to installing Unreal Engine
  - Configuring the development environment
- Lesson 3: Creating Your First Project
  - Setting up a new project in Unreal Engine
  - Exploring project templates and settings

Module 2: Fundamentals of Game Design

- Lesson 1: Basics of Game Design
  - Understanding game mechanics and elements
  - Importance of player experience in game development
- Lesson 2: Storytelling in Games
  - Developing a narrative for your game
  - Integrating story elements into gameplay
- Lesson 3: Level Design Principles
  - Introduction to level design
  - Creating engaging and challenging game levels

Module 3: Introduction to Visual Scripting

- Lesson 1: Introduction to Blueprints
  - Understanding the system in Unreal Engine
  - Overview of nodes and graphs
- Lesson 2: Creating Game Logic
  - Building player character functionality
  - Implementing basic game interactions
- Lesson 3: Animation and Events
  - Incorporating animations using Blueprints
  - Triggering events based on player actions

Module 4: Working with 3D Assets

- Lesson 1: Introduction to 3D Modeling
  - Basics of 3D modeling for games
  - Overview of popular 3D modeling tools
- Lesson 2: Importing and Optimizing Assets
  - Importing 3D models into Unreal Engine
  - Optimizing assets for game performance
- Lesson 3: Texturing and Materials
  - Applying textures to 3D models
- Creating and modifying materials in Unreal Engine

Module 5: Advanced Gameplay Mechanics

- Lesson 1: Advanced Blueprint Techniques
  - Exploring advanced Blueprint nodes and functions
  - Implementing complex game mechanics
- Lesson 2: AI (Artificial Intelligence) Implementation
- Lesson 3: Implementing Multiplayer Features
  - Setting up multiplayer functionality
  - Creating a basic multiplayer game experience

Module 6: Testing and Debugging

- Lesson 1: Playtesting Your Game
  - Importance of playtesting in game development
  - Gathering and implementing feedback
- Lesson 2: Debugging Techniques

Module 7: Publishing Your Game

- Lesson 1: Packaging and Deployment
  - Packaging your game for different platforms
  - Configuring deployment settings
- Lesson 2: Marketing Your Game
  - Basics of game marketing for indie developers
  - Creating promotional materials and strategies

Module 8: Final Project and Showcase

- Lesson 1: Final Project Guidelines
  - Overview of the final project requirements
  - Individual or group project options
- Lesson 2: Project Showcase
  - Presentation of final projects

Gaming Course

Students will have gained a foundational understanding of game development using Unreal Engine, **developed their own game projects, and acquired valuable skills for future endeavors in the exciting world of game design.**

Fees: Rs. ~~45,990~~ Offer 25,990
Duration: 3 Months

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3D ANIMATION BLENDER COURSE

14-18yrs

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3D ANIMATION BLENDER

Course Content!

MODULE 1: INTRODUCTION TO BLENDER

MODULE 2: BASIC 3D MODELING

1. Primitive Objects 2. Modifiers and Mesh Editing:

MODULE 3: SCULPTING AND TEXTURING

1. **Sculpting Tools 2. Texturing and UV Mapping:**
   - Applying textures to 3D models. Understanding UV mapping and unwrapping.

MODULE 4: ADVANCED 3D MODELLING

1. **Hard Surface Modelling 2. Modelling for Animation:**
   - Rigging and preparing models for animation. Understanding the importance of topology.

MODULE 5: ANIMATION AND RIGGING

1. **Introduction to Animation:**
   - Keyframe animation in Blender. Creating smooth and realistic animations.
2. **Rigging and Armatures:**
3. Rigging characters for animation. Implementing inverse kinematics (IK) and constraints.

MODULE 6: LIGHTING AND RENDERING

- **Lighting Techniques:**
  - Implementing various lighting setups. Enhancing scenes with realistic lighting.
- **Rendering in Blender:**
  - Configuring rendering settings. Exploring the Cycles and Eevee render engines.

MODULE 7: PARTICLE SYSTEMS AND SIMULATIONS

- **Particle Systems:** Creating dynamic effects such as fire, smoke, and rain. Fine-tuning particle parameters. **Physics Simulations:** Simulating physics-based animations. Cloth, fluid, and soft body simulations.

MODULE 8: COMPOSITING AND POST-PROCESSING

- Compositing,Combining and enhancing rendered images. Post-Processing Techniques

MODULE 9: GAME DEVELOPMENT WITH BLENDER

- Introduction to Blender Game Engine: Basics of game development in Blender. Creating simple interactive games. Exporting to Game Engines Models and Animations.

MODULE 10: REAL-WORLD PROJECTS AND PORTFOLIO BUILDING

- **Project-Based Learning: Applying acquired skills to practical projects.**
- **Building a portfolio showcasing completed work.**
- **Industry Tips and Best Practices:**
  - **Tips for efficient workflows and time-saving techniques.**
  - **Best practices for collaboration and asset management.**

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