





NOV – 2018 G-TEC GROUP OF INSTITUTIONS Corp. Office: Peace Centre, Singapore 228149

Page No. 1

Education is a powerful tool of influence. Many great movers in history recognized the importance of teaching, not only to educate and equip people, but also to imprint ideas and world views on their minds. Since the last 90's the trend was around the term Life Long Learning. The term recognizes that learning is not confined to childhood or the classroom but takes place throughout life and in a range of situations. it not only enhances social inclusion, active citizenship, and personal development, but also self-sustainability, as well as competitiveness and employability. During the last fifty years, constant scientific and technological innovation and change has had profound effects on how learning is understood. Learning can no longer be divided into a place and time to acquire knowledge (school) and a place and time to apply the knowledge acquired (the workplace)

Why learn Life long?

At the individual level, continuous learning is about expanding your ability to learn by regularly upgrading your skills and increasing your knowledge. Strong continuous learning skills are required to successfully adapt to changing work and life demands.

LIVE TO LEARN Asking yourself what you are doing today is getting closer to where you want to be tomorrow, can help you check whether you are on the path of not. Every day we can start with learning new things. The more we learn the more we grow. There is no age limit to learn. The knowledge you built can share to others. The backbone of the nation is always a literate and skilled citizen.

ADDING VALUE TO YOUR LEARNING – INTERNATIONAL CERTIFICATIONS

International certifications are the best way to say what you learned is what is needed? Most certification bodies especially the vendor certifications keeps a strict benchmark on the contents and versions on its curriculum which ensures up-to-date, in-demand skilling. With so much information out there and technologies changing every day, getting certified is the best way to differentiate yourself from competing job candidates and prove your contemporary skills to hiring managers and employers. While certifications don't guarantee you a job, they often put a candidate's resume over the top or gain you a decent pay premium over non-certified competitors. To get certified, you must pass one or more certification exams - typically it can be a combination of multiple choice questions and simulated real-world challenges.

BENEFITS OF CERTIFICATION FOR INDIVIDUALS

- Certifications make you stand apart from competing candidates in a competitive job market.
- Earning the latest certifications proves your skills are current in a rapidly changing field.
- Certified technology professionals earn higher salaries than their non-certified counterparts.
- Certified professionals earn respect and credibility among colleagues and employers.
- Independent consultants and analysts can leverage certifications to win new business
- 40% of certified pros credit IT certifications for helping them land a job or promotion.
- Committing the time and resources to get certified proves your dedication to your career.
- Certified professionals gain access to a global community of like mined professionals.

SEEING FROM THE OTHER SIDE – EMPLOYERS PERSPECTIVE

- 75% of IT managers believe certifications are important to team performance.
- Companies can use IT certifications to invest in, retain, and promote their most promising employees.
- IT certifications allow businesses to quickly assess skill levels, saving time & resources during candidate evaluation.
- Companies employing certified IT professionals experience lower turnover and increased productivity.
- 66% of managers believe certifications improve the overall level of service and support offered to IT customers.
 Certified technicians perform assigned tasks more consistently, increasing IT reliability and organizational execution.

MICROSOFT CERTIFICATIONS

Microsoft certifications validate the skills to implement business solutions using Microsoft technologies.





MICROSOFT TECHNOLOGY ASSOCIATE (MTA)

Microsoft provides the core business and productivity software that organizations depend on. Regardless of your industry or career

path, having a clear understanding of Microsoft technologies (and the certifications to back it up) will help accelerate your IT career. Microsoft is continually updating its certification program to align with the latest technologies and job roles. As of 2017, the Microsoft Certified Professional (MCP) program has three key skill levels: Technology Associate (MTA), Solutions Associate

Why you should check out the MTA?

(MCSA), and Solutions Expert (MCSE/MCSD).

In December 2012 Microsoft announced the Microsoft Technology Associate (MTA) certification, which previously had only been available to academic institutions. The MTA course and certification is a great place to start. Microsoft considers the MTA certification to be the entry point certification for those of you who are starting your IT career path, looking to enhance your understanding of the fundamentals,

Looking for a first step toward building a successful career in technology? Microsoft Technology Associate is the way to differentiate technology competency and explore academic and career options. Microsoft and Certiport team up to bring you this entry-level credential that validates essential technology knowledge. MTA makes it easy for schools to deliver technology education through a simple, convenient, and affordable suite of entry-level certification exams. The MTA certification program is good for educators and students, as well as their institutions. Educators are empowered with easy-to-use Internet-based testing, students get the opportunity to earn a Microsoft certification right in the classroom, and institutions stand out as innovative technology curriculum providers.













OTHER MICROSOFT CERTIFICATIONS



NOV - 2018

MOS certifications are the only credential to validate hands-on skills in the ultra-popular productivity apps in Microsoft Office, i.e., Word, Excel, PowerPoint, Access and Outlook. Whether you want to advance your career or simply increase your personal productivity, earning a Microsoft Office Specialist certification will take your skills to the next level and demonstrate your expertise.

Microsoft Certified Trainers are the technical experts and leading instructors of Microsoft technologies. MCTs are the only individuals allowed to deliver Microsoft-authorized classes and certification prep using Microsoft Official Curriculum (MOC) courseware and labs. Getting MCT certified opens up a range of career opportunities at computer training centers, universities, and public & private organizations that conduct in-house training

BENEFITS OF MICROSOFT CERTIFICATIONS FOR INDIVIDUALS

- Microsoft Certified Professionals gain market-relevant skills that employers recognize and respect.
- Earning the latest Microsoft certifications proves you are up-to-date with new Microsoft releases.
- Passing Microsoft certification exams demonstrates advanced technical problem-solving skills.
- Microsoft certifications help distinguish you from competing job candidates for IT positions.
- Committing the time and resources to earn Microsoft certifications proves career dedication.
- MCPs gain access to a huge global community of certified professionals, featuring exclusive networking opportunities, conferences, parties, training sessions and special events.
- Microsoft Certified Professionals have access to exclusive online career-building resources including:
- Microsoft Transcript Tool Share password-protected transcripts with hiring managers and employers.
- Microsoft Certificate Manager Create, download and print customized certificates of IT achievement.
- Logo Builder Design custom logos to enhance your brand and highlight your Microsoft certifications



ICDL CERTIFICATIONS



ICDL is the world's leading computer skills certification. To date more than 14 million people have engaged with the ICDL programme, in over 150 countries. The ICDL programme defines the skills and competencies necessary to use a computer and common computer applications. It offers a wide range of modules including Computer Essentials, Word Processing and IT Security. Candidates take tests in the modules which are most relevant to their educational and professional requirements, thereby creating their ICDL Profile. Whether in school, university or in the workplace, ICDL offers the skills you need to succeed.

CERTIFICATION IN TALLY

Tally is a complete Enterprise Resource Planning system with an excellent grip in accounting features.

Although Tally has many more core features that a business requires but its hold in accounting is truly commendable. Therefore, Tally is known more for accounting rather than any other of its features. Tally does all the things that a business at a time of starting up requires. And, not just business, but you can use Tally for your personal accounting also.

- **Tally ACE**
- Introduction to GST
- **GST Using Tally**
- Tally GCC VAT



POWER OF SIMPLICITY

WHY TO DO A CERTIFICATION ON TALLY?

- The Tally certification is a simple and effective way to validate mastery of Tally.
- Aid employers identify and hire.
- Helps in enhancing your professional image, integrity and career opportunities.

FEW GOOD REASONS TO GET TALLY CERTIFIED

BENEFITS OF BECOMING A TALLY CERTIFIED PROFESSIONAL

Tally certified professionals are all those who have successfully achieved the Tally Financial Accounting along with Tally Technologies Certification. More than 20 lakh businesses around the world make use of Tally Business Accounting Software. Every year thousands of businesses upgrade from manual accounting to accounting on computers so that their businesses get more productive and profitable. Tally ERP 9 is the favored choice of accounting software for majority of the professionals. These organizations require the certified professionals to help take informed decisions by unleashing the true power of Tally.

TALLY ACE

This beginner level certification will recognize skills of a candidates learning Tally.ERP 9. Online assessment will be conducted and successful candidates will earn a verifiable digital certificate from Tally. Tally-ACE certifies candidate as job ready and opens up multiple career opportunities. A certified candidate can opt to become an entrepreneur as well.

INTRODUCTION TO GST

A certification programme designed to simplify the basic and advance concepts of GST applicable in India. It contains solved illustrations and practice scenarios enriched with numerous process charts. The programme is highly recommended to those candidates who wants to learn about the GST and understand the new system for indirect taxation.

GST USING TALLY

A certification programme designed to simplify the basic and advance concepts of GST applicable in India. It contains solved illustrations and practice scenarios enriched with numerous process charts. The programme is highly recommended to those candidates who wants to learn about the GST and understand the new system for indirect taxation.

TALLY GCC VAT

This course is a comprehensive course to learn the concepts and business application of VAT Using Tally.ERP 9 across the countries falling under the Gulf Corporation Council (GCC). It provides candidates the experience the simplicity of working on Tally.ERP 9. This course is highly recommended for candidates who aspire to build a successful career in Finance and Accounts or as entrepreneurs in GCC nations.











Page No. 3

SAP CERTIFICATION



SAP Training and Certifications in India... Knowledge is power!!!

"We are responsible for what we are!!!" ... Great quote from Swami Vivekananda, The world is changing fast; identify an area where you will be better than others. That means, knowing about your area of specialization in-depth. And make sure you are constantly earning and reinventing yourself. Knowledge comes from acknowledgement. The more you acknowledge people, the more knowledge one gets.

Are you interested in SAP? Or Has SAP always been exciting for you? SAP can open a vast array of attractive job prospects for you, if you are actually interested in pursuing a world of business applications. Is someone advising you to get a certification in SAP to improve your chances of getting a good job? Are you thinking of becoming a successful SAP consultant? Do you need to know more about it? This article will help you to understand everything about SAP, the certifications and the benefits of a certification course.

SAP offers various products to help organizations meet essential business needs. The most prominent of the products is the Enterprise Resource Planning (ERP) software. SAP ERP is the de facto industry standard worldwide – offered for 25 industries, 37 languages, and 45 localizations. It has more than 50,000 customers worldwide and is growing. Apart from ERP, the company also has other products ranging from analytics to human resource management.

BENEFITS OF A SAP CERTIFICATION

WHAT IS SAP?

NOV - 2018

Here are a lot of benefits when you are a certified SAP professional. Here is a list of some of the biggest advantages that you can have in getting a certification:

- Job We all have hopes of getting a good job in a reputed company. A SAP certification can fulfil this dream, with ample job opportunities for skilled SAP professionals.
- Salary It is no myth that a certification provides one with the chances of getting a better pay package as compared to one who is not certified. With a SAP certification, you can get an above-average package.
- **Reputation** Being certified is a way of establishing your skills. As a certified SAP professional, your reputation in the industry is etched and you will receive a certain sense of respect from your colleagues and employers. This will also motivate them to become certified professionals; improving the talent pool of the organization.
- Promotion Stuck in the same position? With a certification, there is a high chance that your career game has changed and you will be able to perform

TYPES OF SAP PROGRAMME SAP Consultant Courses, SAP KA END USER, SAP POWER USER

INTERNATIONAL ASSOCIATION OF BOOKKEEPERS (IAB)

The International Association of Bookkeepers (IAB) was founded in the United Kingdom in 1973 and, as a non-profit organization, in its early years focused purely on being an international professional and examining body for bookkeepers. Building on it today, the IAB offers financial and business skills for those starting or developing a small business. It also continues to develop and deliver courses in accounting and bookkeeping at various levels and subjects, claiming many thousands of members and students worldwide



The IAB is present in most parts of the world where UK accounting standards or Generally Accepted Accounting Principles GAAP are used. In 2012, the IAB claimed to have 4,000 students in India currently registered and/or preparing to take an IAB exam. In addition to students studying with colleges throughout the UK, it has students studying with the University of the West Indies, and in Brunei Darussalam, Singapore, Malaysia, Indonesia, Vietnam, Cambodia, Thailand, Russian Federation and other European Countries, Baltic States, Belarus, India and SriLanka. The Institute of Certified Bookkeepers in South Africa (ICB SA) graduates are recognized by the IAB.

ADVANCE CERTIFICATE IN INTERNATIONAL COMPUTERISED ACCOUNTING (AICA)

An advance certification program to make you an expert in manual, Practical and computerized accounting. The course strides through the Accounting concepts & standards, then leads to Practical accounting and ends with computerized accounting packages – Tally & Sage 50

CERTIFICATION QUICKBOOKS

"Certified for today's accounting environment"





Intuit® QuickBooks, the industry leader in managerial accounting software for entrepreneurs and small business, provides an easyto-understand platform for students to grasp accounting concepts while honing skills in the most prevalent bookkeeping application in small business today. Students can validate their QuickBooks knowledge by becoming an **Intuit QuickBooks Certified User (QBCU).**

QuickBooks Certified User exam vouchers will now include access to both the QuickBooks Desktop and QuickBooks Online tests so candidates can demonstrate their skills in whatever version of QuickBooks they prefer.

KEY BENEFITS OF QUICKBOOKS CERTIFICATION

- Validate QuickBooks knowledge and skills for a position in professional accountancy
- Demonstrate bookkeeping skills acumen in a tangible, measurable way
- Position themselves as a credible job candidate to employers



Shibida Ahamed (Technical Manager)

Raihana K (Academic Coordinator)

Email: gnews@gteceducation.com For internal circulation only







Publisher Mehroof I. Manalody

Chief Editor

EC-COUNCIL CERTIFICATIONS



EC-Council certifications validate skills and expertise in the field of IT security

As computer crimes continue to escalate in scale and complexity, organizations are hiring record numbers of trained and certified IT security specialists to combat hackers, malicious attacks and security threats. EC-Council certifications prove your real-world skills and qualifications in today's most demanded computer security domains, including, ethical hacking, computer forensics, network security and penetration testing, helping to move you to the top of the list for a wide range of private and public sector positions in information security.

"To beat a hacker, you need to think like one!" is is the motto of EC-Council's flagship certification - Certified Ethical Hacker (CEH) - and the epitome of its stance on IT security training and certification. EC-Council certification training first teaches you how to "be" a cyber-criminal, because understanding the motivations,

tricks and techniques of attackers is the first step in making you the ultimate weapon against attack. EC-Council certifications measure your skills in the latest information security tools, technologies, prevention methods and countermeasures.

EC-Council credentials are used by a variety of government organizations - including the National Security Agency and the Department of Defense - to clear government personnel and contractors for privileged access to sensitive data, and recognized worldwide as a trusted indicator of advanced skills and qualifications in the IT security field.

CEH: CERTIFIED ETHICAL HACKER

To beat a hacker, you need to think like one!" EC-COUNCIL



BENEFITS OF CEH CERTIFICATION:

- Improve your knowledge of risks and vulnerabilities
- Learn how to think like a hacker
- It's not just useful for penetration testers
- The CEH will boost your salary
- Advance your security career
- You'll learn to use real hacking tools

Certified Ethical Hackers use the knowledge and tools of malicious attackers to uncover vulnerabilities in an organization's computer systems. Upon assessing the target system's security posture, a CEH performs the indicated preventive, corrective and protective measures to safeguard the system before an actual breach can occur. CEH certification is vendor-neutral, so certified ethical hackers can protect a wide range of systems, regardless of make. The CEH certificate is EC-Council's most popular and sought-after credential. Typical job titles for CEH-certified professionals include penetration tester, network security specialist, ethical hacker, security consultant, site administrator and auditor. Beyond the significant corporate job opportunities, becoming CEH certified opens the door to lucrative security positions in the government IT sector, as the CEH is endorsed and used by the National Security Agency (NSA), the Committee on National Security Systems (CNSS) and the Department of Defense (DoD) as a benchmark to clear personnel and contractors with privileged access to sensitive information



