



# SKILLSPARK

THE FINISHING SCHOOL

## COURSES OFFERED IN

Accounting  
Multimedia  
Digital Marketing  
Office Jobs

We Use



**KOLLAM (Head Office) :** 2<sup>nd</sup> Floor, Amrithalekshmi Towers, Vadayattukotta Road, Near RK sarees, Chinnakkada, Kollam,

**Phone:** 859 3040 111, 859 2035 111

**TRIVANDRUM :** 1<sup>st</sup> Floor, Kailas plaza, Pattom Junction, Opp. Indian Oil Pump, Trivandrum,

**Phone:** 859 2040 111, 85930 50111

**Email:** [admissions.skillspark@gmail.com](mailto:admissions.skillspark@gmail.com), [www.skillspark.training](http://www.skillspark.training)

**Skillspark** is the hub of today's technology revolution in Accounting, Multimedia, Digital Marketing, and other Office Job Training. The leader in Training and Resource Supply.

# We train you for a better career

**Accounts & Finance** industry is the most demanded career domain. At Skillspark, you will be trained to meet any challenges companies face in their daily business. Our in-house research & development team always ensures that our students get the right skills to fulfil the industry's demands.

We offer in-depth training in **Multimedia** and provide the most demanding career-building courses for job aspirants in film/video editing, graphic designing and animation.

Our **Digital Marketing** courses are designed by experts, making students industry-ready. In addition, the complete practical oriented courses enable them to grab their dream job.

To get placed in the category of **Office Job**, we have a perfect practical training program named **CCROM**. Which comprises all kinds of office, marketing, client management and customer relationship skills.

Upskill yourself with trending courses to land your dream job.

We have a feasible **Placement Cell** where our students are showcased with an ample number of opportunities.



# Unique Features

Education Loan  
100% Placement Assistance  
90% Practical Training  
Simulation Software  
Recorded Videos  
Flipped Classroom Method  
Language Training  
Personality Development Classes  
Authorized Certificates  
VC Room Technology  
Pre-Placement Training  
Dedicated R & D Team  
Active Placement Cell

Extra Sessions by Experts  
Hostel Facility  
Live Projects and Assignments  
Entrepreneurship Development Program  
Campus Interview  
Knowledge Retention Programs  
Mock interviews  
Extra-Curricular Activities  
Journal Entry Test  
Proctored Exams  
Experienced Faculty Members  
Skill-up competitions  
IQAC Cell



**Skills Speak Louder than Degrees**

# ACCOUNTING ACCOUNTING ACCOUNTING



Course Category:  
**Accounting**

## What do you learn ?

- Microsoft Office 365
- Life Skills
- Advanced Excel
- Basic Accounts
- Tally Prime
- GST Return Filing
- QuickBooks
- Advanced Industrial Accounting Practice
- Direct Tax with ITR
- TDS
- SAP (FICO)
- SAP (MM)
- GCC VAT
- Communication Skills
- Digital Marketing
- Entrepreneurship Development Program
- Final Project
- Pre-Placement Training

## Career Options

Accountant  
Administrator  
Manager  
Marketing Manager  
GST Practitioner  
Accounts Executive

\*Terms and Conditions Apply

Course Name:

## DFFA with EDP

*(Diploma in Financial &  
Foreign Accounting with  
Entrepreneurship  
Development Program)*

Become a professional in your accounting career need **more practical knowledge**. We ensure this with our experienced faculties, plenty of live projects and simulation Software.

Be a Professional with this  
**Diploma Course**



### Duration

Normal Track: 12 months  
Fast Track: 6 Months

### Certificates:

**DFFA** (C-apt, Govt Of kerala)  
**SAP FICO** ( Power User )  
**SAP MM** ( Power User )

Course Category:  
**Accounting**

# **DFFA with SAP**

Diploma in Financial  
& Foreign Accounting  
with SAP (FICO)

## **What do you learn ?**

- Microsoft Office 365
- Life Skills
- Advanced Excel
- Basic Accounts
- Tally Prime
- GST Return Filing
- QuickBooks
- Adv. Industrial Accounting Practice
- Direct Tax with ITR
- TDS
- SAP (FICO)

## **Career Options**

Accountant  
Administrator  
Accounts Executive  
Office Staff Cum Accountant  
Accountant Cum Billing staff  
Assistant Manager  
GST Practitioner

\*Terms and Conditions Apply

### **Duration**

Normal Track: 8 months

Fast Track: 5 Months



### **Certificates:**

**DFFA** (C-apt, Govt Of kerala)  
**SAP FICO** ( Power User)

Course Category:  
**Accounting**

Course Name:

**SAP (FICO)  
POWER USER**

**SAP**  
®

## What do you learn ?

- SAP Introduction
- Organisational Elements
- Define Chart of Account & Account Group
- Define retained earnings, Fiscal Year variant, Posting Period Variant
- Define Field Status Variant, Tolerance Group
- Define Document type for GL Account & Ledger Creation
- Parking the Document | Reverse Document | GL Account Adjustment
- AP Process
- AR process
- Credit Memo AP
- Credit Memo AR
- Advance Payment in AP Process
- Dunning
- House Bank Creation
- Controlling
- Asset Management
- GST in SAP

**To get placed in  
Multinational  
Companies.**

### Duration:

Normal Track: 2 Months

Fast Track: 1 Month



\*Terms and Conditions Apply

Course Category:  
**Accounting**



# SAP (MM) POWER USER



## What do you learn ?

- SAP Introduction
- Enterprise Structure
- Define Company
- Define Controlling Area
- Valuation Area
- Assigning Organizational Units
- Assign company code to controlling area
- Assign purchasing organization to co-code
- Master Data-Material Master data
- Material Master
- Material Group
- Material Class
- Master Data: Vendor
- Procurement Cycle
- IMG settings - Purchase Orders



### Duration:

Normal Track: 2 Month

Fast Track: 1 Month

To get placed in  
**Multinational  
Companies.**

\*Terms and Conditions Apply

Course Name:

# TALLY PRIME



Course Category:  
**Accounting**

## What do you learn ?

### Level 1

Accounting Introduction | Terms | Expenditure | Accounting Concepts | Accounting Rules | JET Ledger & Cash Book | Trail balance, Adjustments | Final accounts | Introduction to Tally Prime | Company Creation | Chart of Accounts | Inventory Master | Vouchers- Recording and Maintaining Accounting Transactions | Bill Wise Allocation | Banking | Reports Generation | Data Security

### Level 2

Inventory Storage | Maintaining Batch | Price level | Additional Features In Tally Prime | Voucher Class Settings | Purchase Order -Quotation | Re-order level | Sales order- proforma invoice | Cost centre | profit centre management | Budget & scenario | sales invoice numbering | Debtors - creditors interest calculation | Manufacturing | Non-accounting vouchers and generating | printing reports | Forex conversion

### Level 3

GST introduction | Activating GST in Company | GST Purchase and Sales of Goods & Service | ITC and GST payments | Construction accounting | Live projects

## Career options

Accountant  
Tally Trainer  
Accounts Executive  
Tally support Executive  
Jr Accountant  
Office Staff Cum Accountant  
Accountant Cum Billing staff  
Accountant Cum Salesman

Duration: 1.5 Months

Course Category:  
**Accounting**

# GST Practitioner

## What do you learn ?

- Basic Accounts
- Tally Prime
- Advanced Excel
- GST Return Filing

## Features

Simulation software for Return filing  
Simulation software for Journal Entry  
Live projects

## Career options

GST Practitioner  
Accountant



\*Terms and Conditions Apply

**Duration**  
Normal Track: 4 Months  
Fast Track: 2 Months  
**Certificate:**  
Tally (C-apt, Govt of Kerala)



Course Name:

# GST

## Return Filing

Course Category:  
**Accounting**

### What do you learn ?

- Basic concepts
- Supply
- Composition scheme
- Forward charge and reverse charge mechanism
- Time of supply
- Place of Supply
- Value of supply
- Input tax credit
- General procedures
- E way bill
- GST accounting and GSTIN
- GST using Tally
- GST online filing

### Career option

GST Consultant

**Duration**  
15 Days

## What do you learn ?

- Microsoft Office 365
- Basic Accounts
- Tally Prime
- GCC VAT
- QuickBooks
- Advanced Excel

## Career options

Accountant  
Administrator  
Accounts Executive  
Accounts Manager  
Front Office Assistant  
Cashier  
Supervisor

Course Name:

# Gulf Accounting

### Duration

Normal Track: 4 Months

Fast Track: 2 Months

Course Category:

**Accounting**

Course Name:



QuickBooks®

Course Category:  
**Accounting**

## What do you learn ?

- Introduction And History Of Quickbooks Accounting
- Features | Benefits | Online Quickbooks Accounts Setup
- Company creation | Customising Invoice
- Estimates | Cash memo
- Chart Of Accounts | Creation | Alteration
- Hide/Show Accounts | Import Of Chart Of Accounts
- Depreciation | Journal
- GST In Quickbooks | Rates
- Inventory Creation | Alteration | Import Of Inventory
- Customer Creation | Supplier Creation | Import
- Purchase | purchase order | Debit Note
- Sales | Credit Note
- Payment | Receipt
- Transfer | Additional Features
- TDS | Reports | Reports customisation
- Export Reports To Excel File
- Project

**Duration:**  
**15 Days**





**OFFICE  
JOBS**



Course Name:

# ADVANCED EXCEL

Because of the unique features like Access to files anywhere, Secure cloud storage, Improved Communication Features, Automatic Upgrade and Centralized Collaboration, the companies switched to Office 365 and its powerful application Microsoft Excel.

Here in **Skillspark**, students will get thorough practical knowledge even in Dashboard Creation. This practical knowledge will be an added advantage in getting a better job.

Course Category:  
**OFFICE JOBS**

## Career options

Data Analyst  
MIS Executive  
Financial Analyst  
Market Research Analyst

**15** **LIVE**  
**PROJECTS**

**Duration:**  
Normal Track: 25 Days  
Fast Track: 13 Days

Course Name:

# CCROM

Certificate in Customer  
Relationship and  
Office Management

Course Category:

**OFFICE JOBS**

## What do you learn ?

- Life Skills
- Business Computer Application
- Basic Accounting
- Banking and Finance
- Office Management System
- Data Analysis and Management
- Marketing Management
- Office Administration

## Career options

Office Administrator  
Administrative Associate  
CR Manager  
CR Executive  
Academic Coordinator  
HR Manager

**Qualification:** Degree Pass or Failed

**Duration:**

Normal Track: 8 Months

Fast Track: 4 Months



To get placed in  
following Career options  
**CCROM** is the perfect  
Job Oriented Course for students  
with any Degree or academic  
background.

\*Terms and Conditions Apply





# DIGITAL MARKETING



Course Category:  
**DIGITAL MARKETING**

## Career Options

Mobile marketing  
Search engine optimization (SEO)  
Search engine marketing (SEM)  
Social media, E-commerce  
Email marketing  
Social Media Manager  
Content Manager  
Online/Display/Advertising Executive  
SEO Executive, SEO Manager  
Head of Affiliates/Online Partnerships  
Affiliates Executive  
Social media consultant  
Online Content Developer

# MASTER IN DIGITAL MARKETING

## What do you learn ?

- Fundamentals of Digital Marketing
- SEO
- Blogging
- Web Development
- Content writing
- Social media marketing
- Google AdWords
- Search Engine Marketing (SEM)
- YouTube marketing
- PPC
- Competitor Analysis
- Google AdSense
- Google Analytics
- Google search console
- Local listing
- Mobile Ads
- Affiliated Marketing
- Email marketing



**Duration:**  
**Normal Track: 4 Months**  
**Fast Track: 2 Months**

\*Terms and Conditions Apply

Course Name:



# EDIT EXPERT WITH DIGITAL MARKETING

Course Category:  
**DIGITAL MARKETING**

## What do you learn ?

- Adobe Photoshop
- Adobe Premiere
- Adobe After Effects
- Master in Digital Marketing

## Career Options

Social Media Manager

Graphic Designer

Video Editor

Motion Graphic Designer

Editor

Visual Infographic Artist

\*Terms and Conditions Apply

## Duration:

Normal Track: 8 Months

Fast Track: 4 Months



**Certificate**  
**Edit Expert**  
(C-apt, Govt. of Kerala)  
Course Completion Certificate



# MULTIMEDIA COURSES

# What do you learn ?

- Getting Acquainted with Photoshop
- Basic Image Manipulation
- Color Basics
- Painting Tools
- Brush Settings
- Making Selections
- Filling and Stroking
- Layers
- Advanced Layers
- Text
- Drawing
- Using Channels and Masking
- Manipulating Images
- Getting to Know the Work Area
- Using Adobe Bridge
- Basic Photo Corrections
- Retouching and Repairing
- Working with Selections
- Layer Basics
- Masks and Channels
- Correcting and Enhancing Digital Photographs
- Typographic Design
- Vector Drawing Techniques
- Advanced Layer Techniques
- Vector Compositing
- Creating Links Within an Image
- Creating Rollover Web Visuals
- Animating GIF Images for the Web
- Producing and Printing Consistent Color

**Certificate**  
**Adobe Photoshop**  
**(C-apt Govt. of Kerala)**



Course Category:  
**Multimedia**

Course Name:



**Adobe**  
**Photoshop**

## Career options

Graphic Designer  
Photo/ Image Editor  
Digital Painting Artist  
Matte Painting Artist  
Photo Album Designer

**Duration**  
**1 Month**



Course Category:  
**Multimedia**

**Pr**

# Adobe Premiere Pro

## What do you learn ?

- Navigate Premiere Pro
- Create and open projects
- Work with files
- Import media into Premiere Pro
- Organize your media once it's imported
- Use the Timeline for video and audio tracks
- Edit tracks in the Timeline
- Create sequences and nested sequences
- Add motion to your clips
- Create and work with keyframes
- Add animation and other effects
- Add transitions
- Use the color-correction tools
- Sync clips from multiple cameras
- Add text, shape, and logo to your project
- Work with audio in the Audio Workspace
- Export media from Premiere Pro
- Create and edit closed captions
- Live Project

## Career options

Presentation Specialist  
Video Editor  
Video Producer  
Visual Designer

**Duration:**  
1 Month



**Certificate  
Audio Video Editor  
(C-apt Govt. of Kerala)**

Course Category:  
**Multimedia**

Course Name:



**Autodesk  
Maya**

## What do you learn ?

- Maya Modelling
- Rendering Overview
- Lighting
- Shadows
- Motion Blur
- OptiFX Techniques and Tips
- Rendering Performance
- General Animation
- Generalized Constraints
- Maya Fusion LE
- Organic Modeling
- Maya Artisan
- Dependency Graph
- Deformation Tools
- Dynamics
- Software Particle Rendering
- Hardware Rendering
- Maya Paint Effects using 3D studio Paint
- Character Animation
- Maya Cloth
- Maya Fur
- Match Moving Using Maya Live

## Career options

Architectural Visualizer  
3D Modeller  
3D Concept Artist  
3D Animator  
3D Motion Capture Artist  
Character Artist  
Environment Artist

Duration  
Normal Track: 3 Month  
Fast Track: 1.5 Months

**Certificate  
Maya Expert**  
(C-apt, Govt. of Kerala)



**Course Name:**



**AUTODESK  
3DS MAX**



**Certificate  
Max Expert  
(C-apt, Govt. of Kerala)**

**Course Category:  
Multimedia**

## What do you learn ?

- Introduction
- 3ds Max User Interface
- Scene Management
- Modelling Essentials
- Spline Modelling
- Polygon Modelling
- Exercise Projects
- Advanced Modelling & import files
- Material & Texture Fundamentals
- Lights | Camera & Rendering
- Animation
- Final Projects

### **Duration:**

**Normal Track: 2 Months**

**Fast Track: 1 Month**



**Course Name:**



# Adobe After Effects

## Duration

**Normal Trak: 2 Months**

**Fast Track: 1 Month**

## Certificate:

Course Completion Certificate

## What do you learn ?

- Introduction to After Effects
- Workspaces
- Sync Settings
- Projects and Compositions
- Importing Footage
- Working with Footage items
- Views and Previews
- Layers and Properties
- Camera & Lights
- Animation and Key Frames
- Work with Data-driven Animation
- Create Motion Graphics Templates
- Keyframe Interpolation
- Tracking
- Color
- Drawing | Painting | Paths
- Mask Tracking
- Text
- Transparency and Compositing
- Markers
- Memory | Storage| Performance
- Rendering and Exporting
- Expressions and Automation
- Student's Project
- Live project

## Career options

**Motion Graphic Professional**

**Visual Effects Artist**

**After Effects Expert**

**Visualizer**

**Art Director**

**Video Editor**

**2D and 3D Animator etc.**

A woman with a braid is riding a bicycle. A vibrant green smoke or mist effect surrounds her, creating a dynamic and artistic atmosphere. The background is dark, making the green effect stand out.

**Course Category:**  
**Multimedia**

# What do you learn ?

- Parametric Objects(i)
  - Parametric Objects(ii)
  - Parametric Objects(iii)
  - Editable Objects
  - Splines(i)
  - Splines(ii)
  - Rendering Splines(iii)
  - Rendering Splines
  - Deformers(i)
  - Deformers(ii)
  - Generators(i)
  - Generators(ii)
  - Generators(iii)
  - Generators(iv)
- Lights
  - Materials
  - Animation(i)
  - Animation(ii)
  - Animation(iii)
  - Dynamics (i)
  - Dynamics (ii)
  - Particles
  - MoGraph(i)
  - MoGraph(ii)
  - Cameras
  - Render
  - Final Project



CINEMA 4D

## Career options

Motion Graphics Supervisor.  
3D Designer / Modeler.  
Motion Graphic Designer.

Course Category:  
**Multimedia**

**Duration:**  
**Normal Track: 2 Months**  
**Fast Track: 1 Month**

**Certificate:**  
Course Completion Certificate



# What do you learn ?

- Introduction
- The Browser Window Elements
- The Viewer Window Elements
- The Timeline and Canvas Windows
- Editing in the timeline
- The Tools Palette in FCP
- Audio
- Advanced Editing
- Subclips and Markers
- Preferences & System Settings
- Capturing Footage
- High Definition 4K
- Transitions
- Filters
- Rendering & Realtime
- Multicam Editing
- Colour Correction in Final Cut Pro
- Final Cut Pro Titles and Graphics
- Keyframing & Compositing
- Output

# Career options

Video Editor  
Film Editor  
Assistant Film Editor  
Non Liner Film Editor

**Certificate:**  
**Final Cut Pro**  
(C-apt, Govt. of Kerala)



Course Name:



**Final Cut Pro X**  
Everything just changed in post.

Course Category:  
**Multimedia**

Duration:  
Normal Track: 1.5 Month  
Fast Track: 1 Month



Course Name:

# ADV: DIPLOMA IN GRAPHICS ANIMATION & VISUAL FX

Course Category:  
**Multimedia**

## What do you learn ?

- Adobe Photoshop
- Coral Draw
- Flash
- Dreamweaver
- HTML
- Sound Forge
- 3ds Max
- Autodesk Maya
- Adobe Premiere Pro
- Adobe After Effects
- FCP

## Career options

Graphic Designer  
Image Editor  
Motion Graphics Artist  
Presentation Specialist  
3d Artist  
Interior Designer  
Animator  
Television Studio News Editor  
Film Editor  
VFX Artist

Duration:  
Normal Track: 1.5 Year  
Fast Track: 8 Months



**Certificate**

**ADGAV(C-apt Govt. of Kerala)**

\*Terms and Conditions Apply

Course Name:

# EFX EXPERT



## What do you learn ?

- Adobe Photoshop
- Adobe Illustrator
- Adobe Premiere Pro
- Adobe After Effects
- Maya
- FCP
- Pre-production
- Final Project

## Career options

3D Animator  
VFX Artist  
Digital Film Maker  
Video Editor  
Ad Film Maker  
Graphic Designer

\*Terms and Conditions Apply

### Duration:

Normal Track: 1 Year

Fast Track: 6 Months

Course Category:  
**Multimedia**



**EFX EXPERT**  
(C-apt, Govt. of Kerala)

# EDIT EXPERT WITH FCP



## What do you learn ?

- Adobe Photoshop
- FCP
- Adobe After Effects

Course Category:  
**Multimedia**

\*Terms and Conditions Apply

**Duration:**  
Normal Track: 5 Months  
Fast Track: 3 Months

**Certificate  
Edit Expert**  
(C-apt, Govt. of Kerala)





Course Name:

# PROFESSIONAL IN 3D ANIMATION

## What do you learn ?

- 3ds Max
- Autodesk Maya

## Career options

3D Animator  
Modeling Artist  
Visualizer

Course Category:  
**Multimedia**

**Certificate**  
**PROFESSIONAL IN**  
**3D ANIMATION**  
(C-apt, Govt. of Kerala)



Duration:  
Normal Track: 5 Months  
Fast Track: 3 Months



**Certificate  
EXPERT IN  
GRAPHIC DESIGNING  
(C-apt, Govt. of Kerala)**

**Course Category:  
Multimedia**

## What do you learn ?

- ◆ Adobe Photoshop
- ◆ Corel Draw

## Career options

Graphic Designer  
Image Editor

**Course Name:**

**EXPERT IN  
GRAPHIC DESIGNING**

**Duration:**  
Normal Track: 2 Months  
Fast Track: 1 Month



Course Name:

# EDIT EXPERT

Course Category:  
**Multimedia**

## What do you learn ?

- ◆ Adobe Photoshop
- ◆ Adobe Premiere
- ◆ Adobe After Effects

## Career options

**Visual Editor (TV and Film Industry)**  
**Motion Graphics Artist (TV & Film Industry)**

\*Terms and Conditions Apply

**EDIT EXPERT**  
**(C-apt, Govt. of Kerala)**



**Duration:**  
**Normal Track: 4 Months**  
**Fast Track: 2 Months**



**Certificate**  
**AUDIO – VIDEO**  
**EDITING**  
**(CAPT Govt. of Kerala)**

**Course Category:**  
**Multimedia**

**Course Name:**

# **AUDIO – VIDEO** **EDITING**

## **What do you learn ?**

**Sound Forge**  
**Adobe Premiere Pro**  
**Adobe After Effects**

## **Career options**

**Video Editor**  
**VFX Artist**

**Duration**  
**3 Months**

# SKILLSPARK

THE FINISHING SCHOOL



SKILLSPARK

THE FINISHING SCHOOL

SkillsPark  
The Finishing  
School

## KOLLAM CENTRE

SKILLSPARK THE FINISHING SCHOOL  
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