# START YOUR JOURNEY WITH US

**ITPA.MY**
**INFOTECH PRO ACADEMY**

**Penang Center Code: L01951**
**KL Center Code: L02776**

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+6016 647 4188
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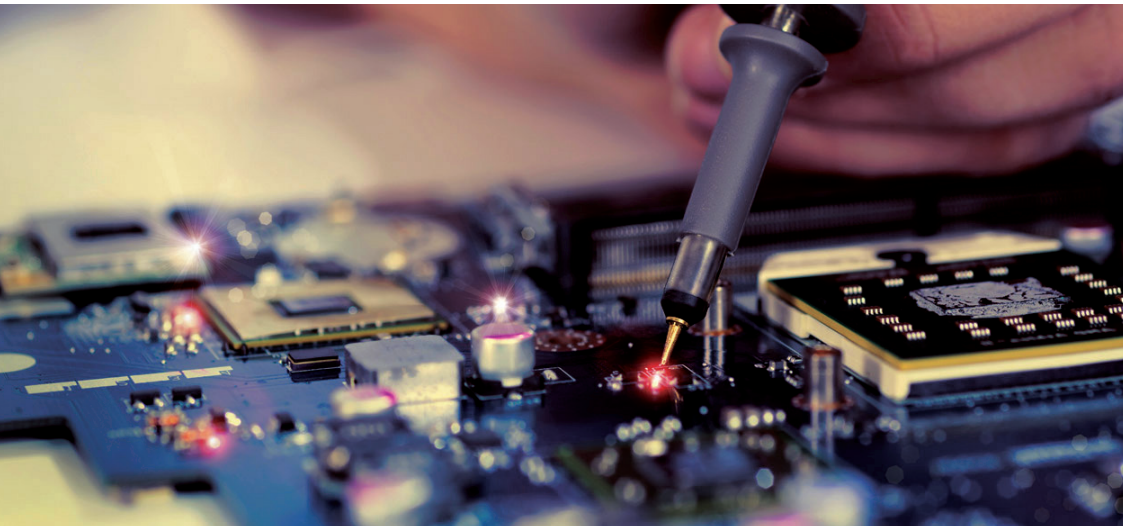
**www.itpa.my**



## COURSES

**Computer Systems Operation**
**LEVEL 3**
*Malaysian Skills Certificate (SKM)*
**ITPA Penang & KL**

**Computer Systems Administration**
**LEVEL 4**
*Malaysian Skills Diploma (DKM)*
**ITPA Penang**

# ITPA.MY

## INFOTECH PRO ACADEMY

01 **Get away** from dull academic routine

02 Get excellence with **70% hands on** and **30% theory**

03 Learn to adapt **new technology**

04 Learn from **specially designed course**

05 **Hostel** provided for students

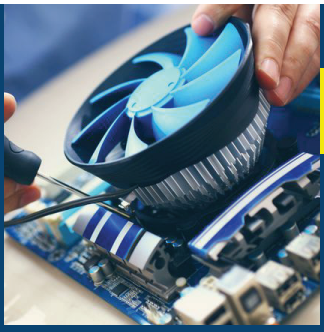
06 **Financial Aid** provided

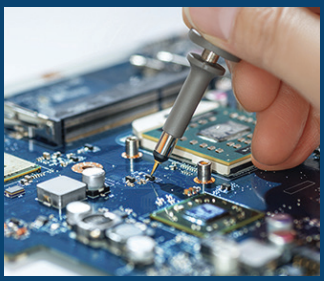
07 Get **extra certificates**

08 **Small class** maximum 25 people

09 Learn from **Multimedia**

10 New **e-Sport** games





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# IT KNOWLEDGE IS IMPORTANT FOR YOUR FUTURE

01

## FUTURE | MASA DEPAN | 未来

More important in the near future

*Penting untuk masa akan datang*

在未来开始占据越来越重要的地位

## ARTIFICIAL INTELLIGENCE | KECERDASAN BUATAN | 人工智能

More Blue-collar Workers are replaced by AI robots

*Apabila Pekerja Kolar Biru (operator, buruh binaan, pemandu) diganti oleh robot AI*

当越来越多蓝领员工 被人工智能的机器人（AI）取代时

02

03

## ENTREPRENEURSHIP | KEUSAHAWANAN | 创业

IT knowledge support entrepreneurship and business process

*Pengetahuan IT merangkumi keusahawanan dan proses perniagaan*

IT 知识支持创业和业务流程

## DIGITAL WORLD | DUNIA DIGITAL | 数码世界

IT knowlegde can help you study all knowledge from digital world

*Pengetahuan IT membantu untuk mempelajari pengetahuan dunia digital*

IT 知识帮您学习数码世界中的所有知识

04

05

## LESS HAZARD | KESELAMATAN | 降低风险

Secure a less hazardous working environment

*Mengurangkan persekitaran kerja yang bahaya*

可确保拥有较少危害性的工作环境

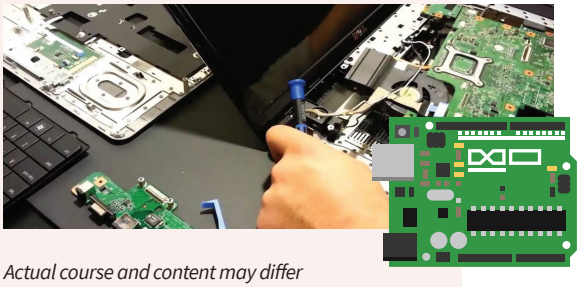
**COURSES**
AVAILABLE

**IT-020-3:2013** LEVEL 3
**Computer Systems Operation**
Malaysian Skills Certificate (SKM)
**DURATION** 1+ Year
**LOCATION** ITPA Penang & KL

**IT-020-4:2013** LEVEL 4
**Computer Systems Administration**
Malaysian Skills Diploma (DKM)
**DURATION** 1+ Year
**LOCATION** ITPA Penang

# ITPA ADD ON:

Introduction to Software Development:
**1. Microsoft Office**
**2. Programming C++**



*Actual course and content may differ*
*Course title & period may vary according to course need*

# COMPUTER SYSTEMS

Students get to learn the information technology field with the necessary skills and understanding needed in the current job market. A blended learning model of hands on labs and classroom studies to be ready for the current workforce.

## SKILLS YOU WILL LEARN

. Prepare computer set up tools
. Computer software installation
. Setup of computer peripherals
. Carry out unit functionality tests
. Prepare computer maintenance reports
. Carry out computer corrective maintenance
. Schedule preventive computer maintenance
. Perform on-site computer repairs
. Identify computer maintenance
. Assess computer repair change requests

## HANDS ON

- Repair PC
- Repair Computer Peripherals (printer, monitor, scanner, customer display)
- Repair Weight Machine
- Repair Point of Sale Machine
- Repair Laptop
- Maintenance
- Diagnose
- Server Administration

## CAREERS

Computer Maintenance Expert (Hardware & Software)
IT Manager
Operations Technology Manager
IT Services Manager
Director of IT Support

LEVEL 3

## IT-020-3:2013 (CERTIFICATE)
## Computer Systems Operation

1. System Setup
2. System Maintenance
3. System Repair
4. Server Installation
5. Server Maintenance
6. Computer Network Connectivity Setup
7. Mobile Device Configuration

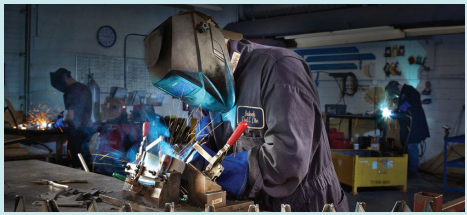
LEVEL 4

## IT-020-4:2013 (DIPLOMA)
## Computer Systems Administration

1. Server Configuration
2. Network Installation
3. Security Control
4. Maintenance Management
5. Network Procurement
6. Network Cabling Management

# OUR STUDENT **ADVANTAGES**

## WORKING
## KERJA
## 工作



Prepare for working environment
*Bersedia dalam persekitaran kerja*
为工作环境
做准备

## PROFESSIONAL
## PROFESIONAL
## 专业

Learn from industrial professional
*Belajar daripada profesional perindustrian*
向专业人士学习

## ACTIVITY
## AKTIVITI
## 课外活动

Getting involved in activities outside of classroom
*Melibatkan diri dalam aktiviti di luar bilik darjah*
参加课外活动
累积学习经验

## SHORT COURSE
## KURSUS JANGKA PENDEK
## 短期课程

Multiple short courses from time to time
*Pelbagai kursus jangka pendek dari semasa ke semasa*
参加多个
短期课程

# ITPA SHORT COURSES

## 1. ENTREPRENEURSHIP SERIES

- Digital Marketing
- Human Resource Management (HRM)
- OSH
- Point of Sale System
- SOCSO
- Lazada
- Accounting
- Customer Relationship Management (CRM)
- Business Plan

## 2. TECHNICAL SERIES

- VoIP & IP PBX
- Telephone System
- Laptop Repair
- Mobile Phone Repair
- Electronic Projects
- CCTV Installation
- Door Access Installation
- Phone Line
- Network Cable Installation

## 3. PHOTOSHOP ILLUSTRATOR WORDPRESS

## 4. SELF MOTIVATIONAL SERIES

- Confident
- Leadership
- Attitude
- Entrepreneurship

*Course title & period may vary according to course need*

# TRAINING ROOM RENTAL

**PENANG & KUALA LUMPUR**

Experience the comfort and convenience of our roomy rental spaces. **Reserve your perfect space today!**

## FREE FOR YOU!

- Portable Projector Screen
- Chairs & Tables
- White Board & Marker
- Microphone & Speaker Set
- VGA Cable / HDMI Cable
- Extension Cord
- Laser Pointer
- Flip Chart Board

FROM
**RM200** *per day*

**AVAILABLE DAILY**

Air Conditioned

High Speed Wi-Fi

Various Table Setup

Up to 90 People

**7PM UNTIL 9PM**

**RM120**

Available only in Penang

*(T&C APPLY)*

**AVAILABLE FOR**

**PUBLIC OR PRIVATE EVENT**

# **ITPA** FACILITIES

**Presentation** Room

**Seminar** Room

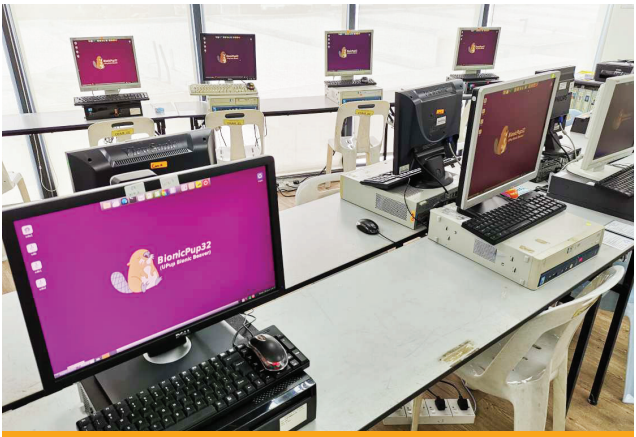
**Canteen**

**Seminar** Hall

**ITP** Academy

**Classroom**

**Meeting** Room



**Linux** Lab

**Hostel**

**Windows** Lab

**e-Sport** Room

**ITPA** KL

**Computer** Lab

# COURSE LIST **SUMMARY**

| CERTIFICATION OF MALAYSIA SKILLS | FEE | DURATION |
|---|---|---|
| **Computer Systems Operation**<br>(IT-020-3:2013) **Level 3**<br>Malaysian Skills Certificate (SKM)<br>***ITPA Penang & KL*** | RM5500 | 1+ Year |
| **Computer Systems Administration**<br>(IT-020-4:2013) **Level 4**<br>Malaysian Skills Diploma (DKM)<br>***ITPA Penang*** | RM5500 | 1+ Year |

*Terms and Conditions apply*

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# ACCREDITATION & CERTIFICATION

MAJLIS LATIHAN VOKASIONAL KEBANGSAAN MALAYSIA

DIPLOMA KEMAHIRAN MALAYSIA

Dengan ini disahkan bahawa

telah mencapai tahap prestasi yang ditetapkan oleh Majlis

PENILAIAN TELAH DILAKSANAKAN DI PUSAT BERTAULIAH

Registered as a **JPK (Jabatan Pembangunan Kemahiran)** accredited center ITPA offers skills development courses and certified by the **Ministry of Human Resources (MOHR)**

**LEVELS OF JPK CERTIFICATION OFFERED:**

1. Malaysian Skills Certificate (SKM) ***Level 3***
2. Malaysian Skills Diploma (DKM) ***Level 4***

## LIST OF IPT FOR DKM / DLKM LEAVERS

Universiti Teknologi MARA

KDU University College

UTeM Universiti Teknikal Malaysia Melaka

UniMAP

Universiti Malaysia Sarawak UNIMAS

CIAST

UTHM Universiti Tun Hussein Onn Malaysia

UTM Universiti Teknologi Malaysia

UniKL Universiti Kuala Lumpur

INTI International University & Colleges™

SEGi University & Colleges

Universiti Malaya

Universiti Malaysia Pahang

UUM Universiti Utara Malaysia

Universiti Kebangsaan Malaysia National University of Malaysia

wawasan open university the people's university

OUM Open University Malaysia

*Terms and Conditions apply*

# ITPA.MY
INFOTECH PRO ACADEMY

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**Working Hours**
8:15AM - 5:45PM
(Mon - Fri)

SCAN & LIKE ITPA
FACEBOOK PAGE

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*Updated:05092023*