



An Affiliate of ITC - UNCTAD/WTO, Geneva

# DCCI BUSINESS INSTITUTE

A Centre for Entrepreneurial Excellence

## Training Courses in July, 2009

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|----------|--|------------------------------|
| <b>1</b> | <b>Effective Business Communications</b><br>(02.30 p.m.-06-00 p.m.) 3 half days  | <b>July 05-07, 2009</b>      |
| <b>2</b> | <b>Rules &amp; Procedures of VAT &amp; Income Tax</b><br>(02.30 p.m.-06-00 p.m.) 5 half days   | <b>July 11-15, 2009</b>      |
| <b>3</b> | <b>Human Resource Development (HRD)</b><br>(02.30 p.m. -06-00 p.m.) 5 half days  | <b>July 18-22, 2009</b>      |
| <b>4</b> | <b>Introduction to Computer, MS Word, E-mail &amp; Internet</b><br>(30 Hours; 3 Days/Week & 2 Hours/Day, Time 11.00 a.m -01.00 p.m)          | <b>July 11-Aug. 08, 2009</b> |
| <b>5</b> | <b>Spreadsheet Analysis by MS Excel and Introduction to E-Commerce</b><br>(30 Hours; 3 Days/Week & 2 Hours/Day, Time 03.00 p.m. -05.00 p.m.) | <b>July 11-Aug. 08, 2009</b> |
| <b>6</b> | <b>Hardware Troubleshooting and Networking</b><br>(36 Hours; 3 Days/Week & 2 Hours/Day, Time 11.00 a.m -01.00 p.m.)                          | <b>July 12-Aug. 19, 2009</b> |

**Fees :**

For Each Course	Course 1	Course 2 & 3	Course 4 & 5	Course 6
DCCI Member	Tk. 2,500/-	Tk. 3,000/-	Tk. 2,500/-	Tk. 4,500/-
Non-Member	Tk. 3,000/-	Tk. 3,500/-	Tk. 3,000/-	Tk. 5,000/-

**Discount :** 10% for 3 or more participants from one organization for each course.

**For Registration, Please contact :**

DBI, Dhaka Chamber Bhaban (11th Floor), 65-66, Motijheel C/A Dhaka-1000  
 Tel : 9552562 (Hunting) Ext. 137/123/124/147, Fax: 9560830  
 E-mail : [dbi@dhakachamber.com](mailto:dbi@dhakachamber.com), Website : [www.dhakachamber.com/dbi](http://www.dhakachamber.com/dbi)

