

COURSE GUIDE 2026

DUAL DIPLOMA IN ICT AND ENGLISH



Route to the IT World



■ DESCRIPTION

The Dual Diploma in ICT and English combines practical IT skills with advanced English proficiency. Students gain hands-on experience in computing, networking, programming, and digital tools, while improving academic English, writing, and presentation skills. This program prepares learners for higher education and professional careers by developing both technical expertise and effective communication abilities, enhancing employability and academic success.

■ WHAT ARE THE BENEFITS IN STUDYING DUAL DIPLOMA IN ICT AND ENGLISH AT ATN?

1. COMPREHENSIVE SKILL DEVELOPMENT

Students gain both technical ICT skills and advanced English proficiency.

2. ENHANCED EMPLOYABILITY

Knowledge of IT and strong communication skills make graduates highly competitive in the job market.

3. ACADEMIC READINESS

Prepares students for higher education, research, and professional studies.

4. PRACTICAL EXPERIENCE

Hands-on ICT projects and applied English exercises build real-world competence.

5. IMPROVED COMMUNICATION SKILLS

Academic writing, presentation, and professional English enhance confidence and effectiveness.

6. CAREER FLEXIBILITY

Academic writing, presentation, and professional English enhance confidence and effectiveness.

7. PROBLEM-SOLVING AND ANALYTICAL SKILLS

ICT projects develop logical thinking, while English modules enhance critical analysis and comprehension.

COURSE DETAILS

Course Name	Dual Diploma in IT & English
Duration	03 Months
Class	Two Days Class Per Week / 8 Hours
Language	English
Certificate	TVEC, ABE UK, ATN
Class Mode	Online / In-Person
Practical Training	Yes Available

COURSE CERTIFICATE



ATN CAMPUS

The ATN Campus Certificate is awarded to students who successfully complete approved short-term, diploma, professional, or preparatory programs at ATN Campus, in line with its academic structure and assessment standards. The certificate confirms that recipients have gained the necessary theoretical knowledge, practical skills, and academic competencies relevant to their chosen field of study. It serves as formal recognition of academic achievement and is intended to support students' career development, professional growth, and opportunities for further education both locally and internationally.



ABE UK

We are accredited and affiliated with the Association of Business Executives (ABE), UK, an internationally recognized, Ofqual-regulated awarding body. This affiliation ensures our Dual Diploma in IT & English program meet international quality standards and enables learners to gain globally recognised business qualifications that support career advancement and progression to higher education.

PREREQUISITES

Students should have completed **secondary education (O/L or equivalent)** with basic computer literacy. No prior programming or ICT knowledge is required, but a strong interest in technology and problem-solving will help students succeed in the program.

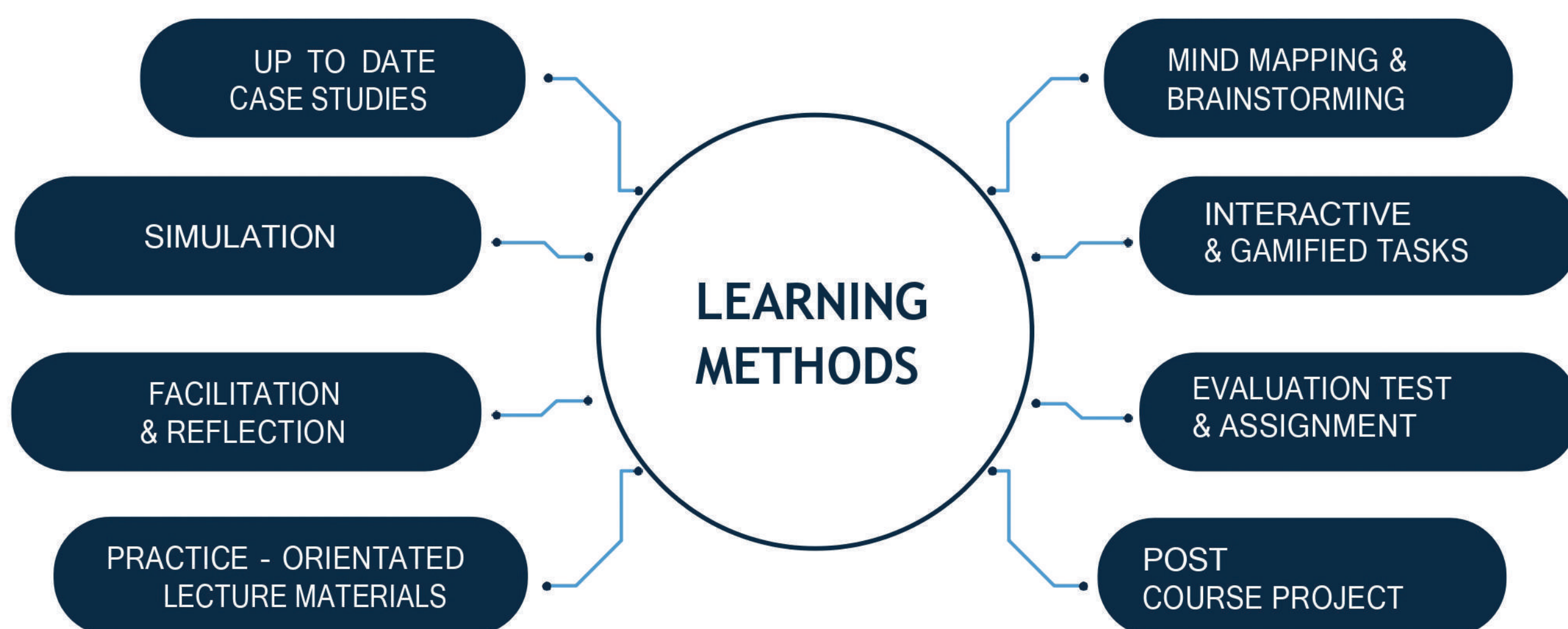
Students should have completed **secondary education (O/L or equivalent)** and possess **Basic English proficiency** in reading, writing, and comprehension. A willingness to improve academic English and engage in active learning is essential for successful completion of the program.

WHO CAN ATTEND

This program is ideal for school leavers, working professionals, and career changers who want to start a career in information technology. It is suitable for students planning to pursue further studies in IT, computing, networking, or software development. Individuals interested in acquiring practical ICT skills for professional or academic use will also benefit from this diploma.

LEARNING METHODOLOGIES

All our courses include the most effective adult learning methodology and techniques. Our experience shows that only a combination of these methods can guarantee the best learning outcomes for attendees.



VENUE - ATN CAMPUS Colombo / Kurunegala / batticaloa

ADDRESS : 507, GALLE ROAD, COLOMBO 06

■ COURSE MODULES - DIPLOMA IN ICT

Module 1: Fundamentals of ICT

- Introduction to Information and Communication Technology
- Computer systems and components
- Types of software: system software, application software
- Role of ICT in business and society
- Basic digital literacy skills

Module 2: Computer Hardware and Operating Systems

- Computer hardware components and functions
- Input and output devices
- Storage devices and media
- Operating system concepts and functions
- File management and system utilities
- Installing and configuring software

Module 3: Networking Fundamentals

- Introduction to computer networks
- Network types: LAN, WAN, MAN, WLAN
- Network topologies and architecture
- Network protocols and standards
- Network devices: routers, switches, hubs
- Basic network configuration and troubleshooting

Module 4: Programming Fundamentals

- Introduction to programming concepts
- Variables, data types, and operators
- Conditional statements and loops
- Functions and modular programming
- Problem-solving with code
- Introduction to Python or Java



■ COURSE MODULES - DIPLOMA IN ICT

Module 5: Web Development Basics

- Introduction to web technologies
- HTML: structure, elements, and tags
- CSS: styling web pages
- Basic JavaScript: interactivity and events
- Creating simple web pages and forms
- Web development best practices

Module 6: Database Management Systems

- Introduction to databases and DBMS
- Relational database concepts
- SQL basics: SELECT, INSERT, UPDATE, DELETE
- Database design principles and normalization
- Connecting applications to databases

Module 7: Software Applications and Productivity Tools

- Word processing applications (MS Word / Google Docs)
- Spreadsheet applications (MS Excel / Google Sheets)
- Presentation tools (MS PowerPoint / Google Slides)
- Data analysis and chart creation
- Collaborative tools and cloud applications

Module 8: ICT Project Management

- Basics of project management
- Planning and scheduling ICT projects
- Resource allocation and task management
- Monitoring and evaluating project progress
- Documentation and reporting



■ COURSE MODULES - DIPLOMA IN ICT

Module 9: Cybersecurity Basics

- Introduction to cybersecurity
- Common threats: malware, phishing, hacking
- Network security fundamentals
- Data protection and privacy
- Safe computing practices and digital ethics

Module 10: Practical Application and Final Project

- Planning a practical ICT project
- Applying knowledge from all modules
- Project implementation and testing
- Problem-solving and debugging
- Presentation and documentation of the project



■ COURSE MODULES - DIPLOMA IN ENGLISH

Module 1: Basic English Grammar and Vocabulary

- Parts of speech: nouns, verbs, adjectives, adverbs
- Sentence structure and punctuation
- Common grammar mistakes and corrections
- Building academic and professional vocabulary
- Word formation and usage in context

Module 2: Reading Skills

- Understanding different types of texts (articles, essays, journals)
- Skimming and scanning techniques
- Identifying main ideas and supporting details
- Summarizing and paraphrasing
- Critical reading and comprehension

Module 3: Listening Skills

- Understanding spoken English in academic and everyday contexts
- Listening for main ideas and key details
- Note-taking techniques
- Understanding lectures, presentations, and discussions
- Listening exercises for comprehension and analysis

Module 4: Speaking and Conversation Skills

- Pronunciation, intonation, and clarity
- Everyday conversation practice
- Formal and informal communication
- Group discussions and role-plays
- Fluency-building activities

Module 5: Academic Writing

- Sentence and paragraph structure
- Essay writing: descriptive, narrative, argumentative
- Report writing: structure, style, and formatting
- Academic vocabulary and formal style
- Summaries, paraphrasing, and referencing
- Drafting, editing, and proofreading

■ COURSE MODULES - DIPLOMA IN ENGLISH

Module 6: Presentation Skills

- Planning and structuring presentations
- Public speaking techniques and confidence-building
- Visual aids and slides design
- Engaging the audience and handling questions
- Practice sessions and peer feedback

Module 7: Research and Academic Communication

- Conducting research and identifying credible sources
- Academic integrity and avoiding plagiarism
- Using citation styles (APA, Harvard)
- Writing abstracts and literature reviews
- Preparing academic reports and assignments

Module 8: Digital Communication in English

- Writing formal emails and letters
- Participating in online academic discussions
- Using collaborative platforms for study
- Online presentation and webinar skills

Module 9: Final Project and Portfolio

- Applying all skills in a final project or assignment
- Writing a comprehensive report or essay
- Delivering an academic presentation
- Compiling a portfolio of written and oral work for assessment

Course code :

PARTICIPANTS DETAILS

☐ MR. ☐ MS. FIRST NAME: _____ LAST NAME: _____
 COMPANY: _____ JOB TITLE : _____
 COUNTRY: _____ CITY: _____
 ADDRESS: _____ PO BOX: _____
 MOBILE: _____ EMAIL: _____

COMPANY DETAILS

COMPANY: _____ LANDLINE : _____
 COUNTRY: _____ CITY: _____
 ADDRESS: _____ PO BOX: _____
☐ MR. ☐ MS. FIRST NAME: _____ LAST NAME: _____
 JOB TITLE: _____ MOBILE: _____
 EMAIL: _____

COURSE STARTING DATE

DAY MONTH YEAR

For course dates contact Us or see courses calendar on www.atnedu.lk

YOU CAN REGISTER BY

+94 11 4 848481

www.atnedu.lk

#ATNCAMPUS

IN - HOUSE AND LIVE ONLINE

If you are interested in conducting this Training course at a location of your choice or Online, you can contact us, and we will create A unique in-house or online training solution

PAYMENT OPTIONS	APPLICATION FEE	REGISTRATION FEE	MONTHLY TUITION FEE
INSTALLMENT PAYMENT	5000 LKR	15,000 LKR	15,000 × 1 MONTH
ONE TIME PAYMENT	N/A	N/A	N/A

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LIVE ONLINE TRAINING FEES

INTERACTIVE ONLINE TRAINING SAME FEES

TERMS & CONDITIONS

- We reserve the right to modify the course topic or its date or location.
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- Only one type of discount can be applied at a time to the same course.
- All ATN Campus bank account details will be provided on the invoice.
- Payment can be made via bank transfer, credit card or cheque to ATN Campus.
- Your registration will be fully valid only after the payment has been received in full.
- The regular, special and early bird courses fees exclude the applicable 5% VAT.

DATE: ____/____/____

SIGNATURE: _____