



**Diploma in  
Information Technology  
(DIT 2021)**

11<sup>th</sup> Intake

*(21<sup>st</sup> May 2022 - 03<sup>rd</sup> June 2023)*

**Student Handbook 2021/22**

**ICT Centre - Makandura  
Wayamba University of Sri Lanka**

## **Diploma in Information Technology**

The ICT Centre at Makandura was established to impart the knowledge on IT necessary for undergraduates to meet the challenges in rapidly developing IT and communication system in their relevant field of study. The ICT Centre extended its services to general public by offering several IT related Workshops, Certificate Courses and Diploma Courses.

The course will be conducted in accordance with the following:

### 1. TITLE

#### **Diploma in Information Technology (DIT)**

### 2. RATIONALE

Computer technology is becoming more and more pervasive in our lives as computers become cheaper and more powerful. Hence the knowledge of computer applications is an essential skill for anybody in any discipline and further it will help to ensure their job security. Therefore the goal of this course is to equip the participants with firm grounding in the field of Information and Communication Technology and equipped for faster, more effective computer work in the office or at home. With the availability of knowledgeable resource personnel and modern computer laboratories, the ICT Centre of Wayamba University of Sri Lanka Makandura intends to launch “Diploma in Information Technology” that leading to envisage Higher Diploma in Information Technology. Applicants who successfully complete 12 month taught courses and project work are eligible to receive the Diploma in Information Technology (DIT)

### 3. AIM

This course has been designed to fulfill all levels of the Information Technology requirements of students and practitioners in the area. It helps to self development and improves their performances at their organizations.

It also involves in the community development activities, in North Western Province.

### 4. OBJECTIVES

- To enhance basic computer skills
- To provide the proficiency in computer office applications
- To improve the knowledge of online communication and information searching through the web
- enhance the career prospects of the school leavers
- To develop the job security of the employees
- To extend the services of the University to the community

### 5. LEARNING OUTCOMES

The participants, after completing this course will be able to

- Develop a firm grounding in the field of Information and Communication Technology (ICT).
- Equipped for faster, more effective computer work in the office or at home.
- Select an appropriate ICT related field for further studies.
- Use ICT tools with due respect to ethical and social norms
- Promote career prospects.

## 6. DURATION

The duration of the course will be 12 months.

## 7. ENTRY QUALIFICATION

### 7.1. Educational qualifications

- Passed the G.C.E. (O/L) examination with Credit pass for English and Mathematics Or
- Passed the G.C.E. (O/L) examination with General pass for English and Mathematics and Passed the G.C.E. (A/L) Or
- Certificate in Computer Applications & Skills (CCAS) - ICT Centre /Makandura Or
- Qualifications other than those listed above may be acceptable case by case to the Board of Study & the Senate. On acceptance of the Board of Study, a person shall forthwith register as a DIT student of the University upon payment of prescribed registration and other fees.

***Note: Those who are registered in any University as an internal students are also eligible to apply for DIT***

### 7.2. Application and selection process

- Through paper advertisement.
- Applicants are short listed on educational qualifications and age. Only a selected number of applicants are called for the placement test.

- A placement test will be held to select potential applicants and to classify them into appropriate groups according to their performance at the test.

### 7.3. Language requirements

General Pass for English in the G.C.E (O/L) examination - Preference will be given to those who have a Credit Pass or above

## 8. COST

Fees per participant

- |                    |     |           |
|--------------------|-----|-----------|
| • Exam fee         | Rs. | 500.00    |
| • Registration fee | Rs. | 500.00    |
| • Course fee       | Rs. | 41,500.00 |

*(All fees are subjected to annual review)*

The total fee of Rs. 42,500.00\* (including exam, registration and course fee)

\*Please note that the course fee is not refundable under any circumstances

## 9. CURRICULUM

No	Section Name	Description	Contact hrs
1.0	Concepts of IT	History & evolution of computers Parts of a Computer, Computer Architecture Operating systems	40
2.0	Office Applications	Word processing using MSWord, Spreadsheet applications using MS Excel, Graphical presentation using MS PowerPoint	40
3.0	Database Management	Database Management using MS Access	28
4.0	Information Systems	Information Concepts, System and modeling Concepts,	14
5.0	Internet, email and Internet Communication	Introduction to Internet, email and related technologies	8
6.0	Ecommerce Application	Introduction to e-commerce, Types of e-commerce Advance e-commerce applications, EDI	10
7.0	Computer Security essential, Ethics and Computer Mgt	Ethical, Social, Security and Health. H/W, S/W and precautions	14
8.0	Web Development	Introduction to Web Development & Design, Advanced Web Designing- Web templates handling using CSS Web Server Management (using WAMP), Joomla, Hosting & Maintenance	26

9.0	Computer Networking	Introduction to Networking SOHO Networking	20	
10.	Introduction to Programming	Introduction to C & JAVA	20	
11.	Rapid Application Development using VB.Net	Sample Software project development, Methods in Data Environment, Report tools	26	
12.	Project Analysis & Design	Introduction to system development environment, SDLC, Project management	12	
13.	Software Project Development	Introduction to Project Proposal Writing and Report writing	Prepare and approve the Individual/Group Project proposal	12
14.		Project Development & Supervision	Development of the Project, Discussion and monthly project presentation to supervisor and Interim Project presentation	34
15.		Final Project Presentation & Evaluation	Environment setting, Source code changing, software CD & report submission	10
		Contact hours (258 hrs Lectures & Practical + 56 hrs Project)	314	

## 10. TRAINING METHODOLOGY

The course will be conducted through lectures, discussions and practical on individual and group basis and lab exercises to evaluate the knowledge gained.

## 11. ATTENDANCE

80% attendance is compulsory for each subject to sit for the final examination. If the candidate couldn't fulfill this requirement, he/she has to set for the repeat examination.

## 12. EVALUATION

The performance of students is evaluated by means of examinations, assignments, presentations, software project and reports. The following guiding rules are adopted as fundamental requirements.

- a) Continuous Assessments (10% Marks)
- b) Midterm examination (10% Marks)
- c) Final examination (60% Marks)
- d) Software project & report (20% Marks)

For a student to be eligible for award of the certificate, should have submitted / done all the above (a), (b), (c) and (d) components of the evaluation criteria.

And

Should have obtained 50% overall average marks while preserving 40% from each individual component.

### 12.1. Proper Examination

Examination consists of three papers as follows;

- I. Multiple Choice Questions (1 hr) - Online test
- II. Written Paper (2 hrs)
- III. Practical (3hrs)



## 12.2. Repeat Examination

Repeat examination will be held one month after the final examination.

## 13. RESULTS

Final and repeat examination results will be graded as follows;

Mark Range	Grading
80 and above	Distinction pass
70 - 79	Merit pass
60 - 69	Credit pass
50 - 59	Ordinary pass
49 & below	Fail

A candidate shall be eligible for the award of a distinction or merit pass only he/she has taken the examination at the first attempt.

## 14. DIPLOMA

Participants who successfully complete the course will be awarded a Diploma with the grading obtained at the final examination.

### Awarding of the Diploma

**“Diploma in Information Technology”** will be awarded for those who secure a minimum of 50% average.

14.1. A candidate can repeat the exam twice only. The highest grade obtainable in such an attempt will be grade “Ordinary”. The candidate should complete examination within two consecutive attempts.

14.2. Except the Diploma, no other letters will be issued.

## 15. FACILITIES

### 15.1. LABORATORIES

The ICT Centre consists of 3 sections – A separate section for the staff members; laboratory to conduct the practical for students and a separate laboratory facilities for students to access the web.

### 15.2. NETWORK & INTERNET

Wayamba University of Sri Lanka is equipped with 1Gbps backbone network and 10Mbps Metro Ethernet internet connection.

### 15.3. SERVERS & EQUIPMENTS

The facilities of the ICT Centre (at Makandura) include File servers, Proxy server, Web server, Email server, DNS server, E-Learning server, Information System server, Over 100 workstations with multimedia facilities, Laptop Computers, Multimedia Projectors, Power back-up Systems and Scanners and Digital imaging system.

## 16. TEACHING PANEL



### **Prof. WJSK Weerakkody**

B.Sc., PhD (Kelaniya)

**Director / ICT Centre, Makandura**

**DIT Course Director**



### **Dr. HACK Jayathilake**

B.Sc. (Peradeniya), PG. Dip IT, M.Sc. (SLIIT)

PhD (Wayamba)

**Senior Lecturer / ICT Centre**

**DIT Course Coordinator**



### **Dr. (Mrs.) WKGSK Weerasinghe**

B.Sc. (Peradeniya), PG. Dip IT, M.Sc. (SLIIT)

PhD (USA)

**Senior Lecturer / ICT Centre**



### **Mr. WD Samanwickrama**

B.Sc. (Kelaniya), PG. Dip IT, M.Sc. (SLIIT)

Reading for M.Phil.(Wayamba)

**Systems Engineer/ ICT Centre**



### **Mr. CP Herath**

B.Sc. (Wayamba) M.Sc. (Peradeniya), PG. Dip IT,

M.Sc. (SLIIT)

**Instructor / ICT Centre**



### **Dr. HWH Premachandra**

*BIT (Colombo), DCSD (NIBM), M.Sc.(SLIIT),*

*PhD (Japan)*

**Instructor / ICT Centre**



**Mr. EMDS Ekanayake**  
B.ICT(Colombo),  
Reading for M.Sc (Asia e University)  
**Assistant Network Manager / ICT Centre**



**Mr. KLJ Lasantha**  
B.Sc. (Peradeniya), M.Sc. (Kelaniya)  
**Network Manager/ Sri Lanka Telecom**



**Mr. GWDD Fonseka**  
B.Sc.(Wayamba) , Reading for M.Sc.(SLIIT)  
**Demonstrator / ICT Centre**

## SUPPORTING STAFF



**Mr. HMSKYB Herath**  
**Technical Officer / ICT Centre**



**Mr. HADD Hettiarachchi**  
**Computer Application Assistant / ICT Centre**



**Mr. AMTS Alagiyawanna**

**Technical Officer / ICT Centre**



**Mr. AAHM Perera**

**Lab Attendant**



**Mr. MM Wijerathne**

**Works Aid**

## 17. RULES AND REGULATIONS

- Users entering for practical classes are required to remove their shoes at the entrance of the Computer laboratory.
- Please observe silence in the laboratory & Lecture hall
- Users **MUST** produce Student identification card to the front desk Security Guard.
- Users are required to strictly observe the course schedule and to be punctual for all classes.
- Users are required observe the rules and regulations of the ICT Centre.

## 18. GENERAL CONDUCT

- The facilities at the laboratory are strictly for the educational purposes only.
- User's registration number is the USERNAME for log in to the machines. (eg: DIT0201)
- Users are required to set password for their account.
- Users are required save all the work in his/her home folder (Z:).
- The Lab should be kept clean and tidy at all times.
- Food and/or beverages, including water, are NOT permitted in the computer labs.
- Switch off your mobile phone before entering the laboratory and lecture hall.
- All users are required to work quiet on their own assignments. Collaborative work is permitted only for prior arrangement with the Instructor only among the specific arranged hours.





## Registration of Students



Inauguration Ceremonies DIT 2012 - 2020





Participants in DIT - 2016



Practical Sessions in ICTC Laboratory



## Practical Sessions in ICTC Laboratory



Certificate Awarding - DIT



Certificate Holders – DIT 2016

## Contact Information

### Course Director - Prof. WJSK Weerakkody

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### Course Coordinator - Dr. HACK Jayathilake

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Email : jayathilake@wyb.ac.lk

### ICT Centre

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