



HAVE THE
TALENT

WE HAVE THE



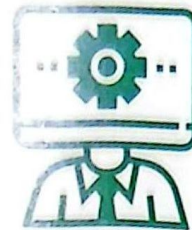
FOUNDATION

GRAPHICS

SPOKEN ENGLISH

Foundation

Rise from Zero, Excel in the Digital Revolution!



3 MONTHS **6 DAYS A WEEK**

Empower students to adeptly handle everyday tasks, including creating reports, managing documents, delivering presentations, facilitating effective e-communication, engaging in content writing, establishing customized management information systems, retail store management system, computing mark sheets, maintaining databases, updating customers and employees record, with most efficient office tools.

SECTION - 1

- Fundamentals of Computer
- Fundamentals of Hardware & Network

SECTION - 2

- Operating system (windows 10 Installation & Configuration)
- Internet Technologies (Viber, Facebook, Skype, WhatsApp, One Drive)
- Professional use of social media
- Fundamentals of Business writing (email, CV, reports, memo, letter, presentations etc.)

SECTION - 3

- MS Office 2019
MS Word (Advance Features), MS PowerPoint (Advance Tools), MS Excel (VB Macros Level), MS Outlook, MS Access (With VB Coding)
- Office 365

SECTION - 4

- Pak Urdu / Inpage
- Core aspects of content writing with ChatGPT augmentation

REQUIRED FOR / JOB POTENTIAL

Teachers, Trainers, Researchers, Managers, Accountant, Data Entry Operator (DEO), Content Writers, Office Assistant, Key Punch Operator (KPO), Computer Operator.

30 ASSIGNMENTS & PRESENTATIONS **02 FINAL PROJECT & CBE**

Graphics

Design Your Dreams.
Dive Into Graphics Mastery!



3 MONTHS **6 DAYS A WEEK**

Enhance your design prowess for impactful brand promotion. Master the art of crafting compelling ads for both print and digital platforms, creating visually stunning magazine covers, developing distinctive logos, and producing captivating GIF animations. Acquire expertise in employing visual communication strategies to captivate customer interest and elevate your employer's brand to new heights.

SECTION - 1

- Principles of Designing, Elements of Graphic Design, Typography, Still & Live Drawing, Line works, Colour Combinations & Logo Designing

SECTION - 2

- Vector / Raster Base Designing Tools, Publication Tools
- Coral Draw 2023
- Adobe Illustrator, Photoshop, InDesign, Media Encoder, Distiller & Acrobat (2023)
- Pak Urdu Installer
- Inpage

SECTION - 3

- Animation Designing Tools
- Adobe Premiere Pro & After Effects

Additional Skills

- Advertising Principles & Strategies.
- Campaign Designing
- Pre & Post Press Process
- Basics of Photography

Practical Training

- Visits to Printing Industry, Imaging Studios, Design Agencies etc

REQUIRED FOR / JOB POTENTIAL

Graphic Designer, Senior Graphic Designer, Visual Designer, Video Editor, Senior Video Editor, Post-Production Supervisor, Digital Content Creators.

30 ASSIGNMENTS & PRESENTATIONS **02 FINAL PROJECT & CBE**

Spoken English

Communicate With Clarity,
Spoken English Unleashed



2 MONTHS **3 DAYS A WEEK**

Designed especially for those who want to express their feelings, views, and thoughts in a way which combines a diverse set of skills including verbal and non-verbal communications, attentive listening, adept thought process development, ability to manage the stress in the moment effectively, and the capacity to develop an impressive accent and pronunciation that would recognize and understand your emotions.

SECTION - 1

- Breaking the Barriers of Hesitation & Shyness, Pronunciation Voice & Accent with Accent Reduction

SECTION - 2

- Grammatical structure
- Past, Present & Future Tense Practice
- Group Discussion

SECTION - 3

- Presentation skills
- Pre & Post Presentation
- Oral Presentations

SECTION - 4

- Business English
- Communication skills (Oral & Written)
- Body Language – Dialogues and Interviews

SECTION - 5

- Communication skills,
- Publicly Speaking (Speech on Dice)
- Dialogues and Conversation

REQUIRED FOR / JOB POTENTIAL

Teachers, Trainers, Researchers, Managers, Accountant, Data Entry Operator (DEO), Content Writers, Office Assistant, Key Punch Operator (KPO), Computer Operator.

20 ASSIGNMENTS & PRESENTATIONS **01 FINAL PROJECT & CBE**



PEAK SOLUTIONS

**PRESIDENTIAL AWARDS WINNER
2022-23**

ACHIEVEMENTS

- Serving from the last 23 years.
- More than 200,000 students passed out.
- Guidance/support through students placement cell for employability.
- High employability ratio.
- Scholarship (Merit & Need Based).
- Appreciations through Shields / talent awards for the toppers.
- Connecting Academia and Industry through Digital Pakistan Conferences.
- Training partner with NAVTTC, PSEB, Tech Lift, P@SHA, Shirakat EU, Rescue 1122, Prison Department Punjab, WAPDA, HBL, PILAC, EVACUE Board and many more.



Muddassir Naeem Ch.
(CEO Peak Solutions)
awarded
Presidential IT Awards
in
2022 & 2023

VISION

Peak Solutions is dedicated to helping students grow intellectually, digitally and morally by investing in them compassion, driving for professional excellence and longing for public service with a special focus on critical thinking & personal development.

MISSION

Peak's mission is not just to educate technically but also to produce future leaders, and trendsetters. At Peak Solutions, we are dedicated to the pursuit of knowledge and our aim is to provide all students with a supportive learning environment, which offers opportunities for identifying personal needs, setting goals, and developing leadership which shows potential for making a difference in life and these goals can be achieved only through high-quality academic programs.

AFFILIATED WITH



Govt. of
Punjab



BISE
Lahore



University
of The Punjab



Punjab Board of
Technical Education



Punjab Skills
Development Authority



NAVTTC



PEAK SOLUTIONS

— SINCE 2001 —

Digital-Pakistan
You have the Talent We Have the Tools



SADAR CANTT. CAMPUS

Zarar Shaheed Road, Saddar Round About, Lahore. Cantt.
Tel: (+92 423) 66 85 003 | (+92 300) 07 75 706



LOWER MALL CAMPUS

42 -A Lower Mall, Near Civil Secretariat, Lahore
Tel: (+92 423) 73 59 381 | (+92 300) 07 75 715



SHADBAGH CAMPUS

601 - Salamat Center, Shadbagh, Lahore
Tel: (+92 423) 72 81 808 | (+92 300) 07 75 765



FAISALABAD CAMPUS

West Canal Road, Thatta Pull, Opposite Treat Bakers
Mansoorabad, Faisalabad
Tel: (+92 41) 54 85 372 | (+92 300) 07 75 766

V3STUDIO - 0301 84 27 281



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