

EDUCATION IS KEY TO OUR FUTURE & YOUR FUTURE

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Knowledge, skills, and direction is the foundation of all success.

Sarah Institute of eGeneration wants to:

for you

- give you knowledge needed
- provide general **and** specific skills
- certify your qualifications

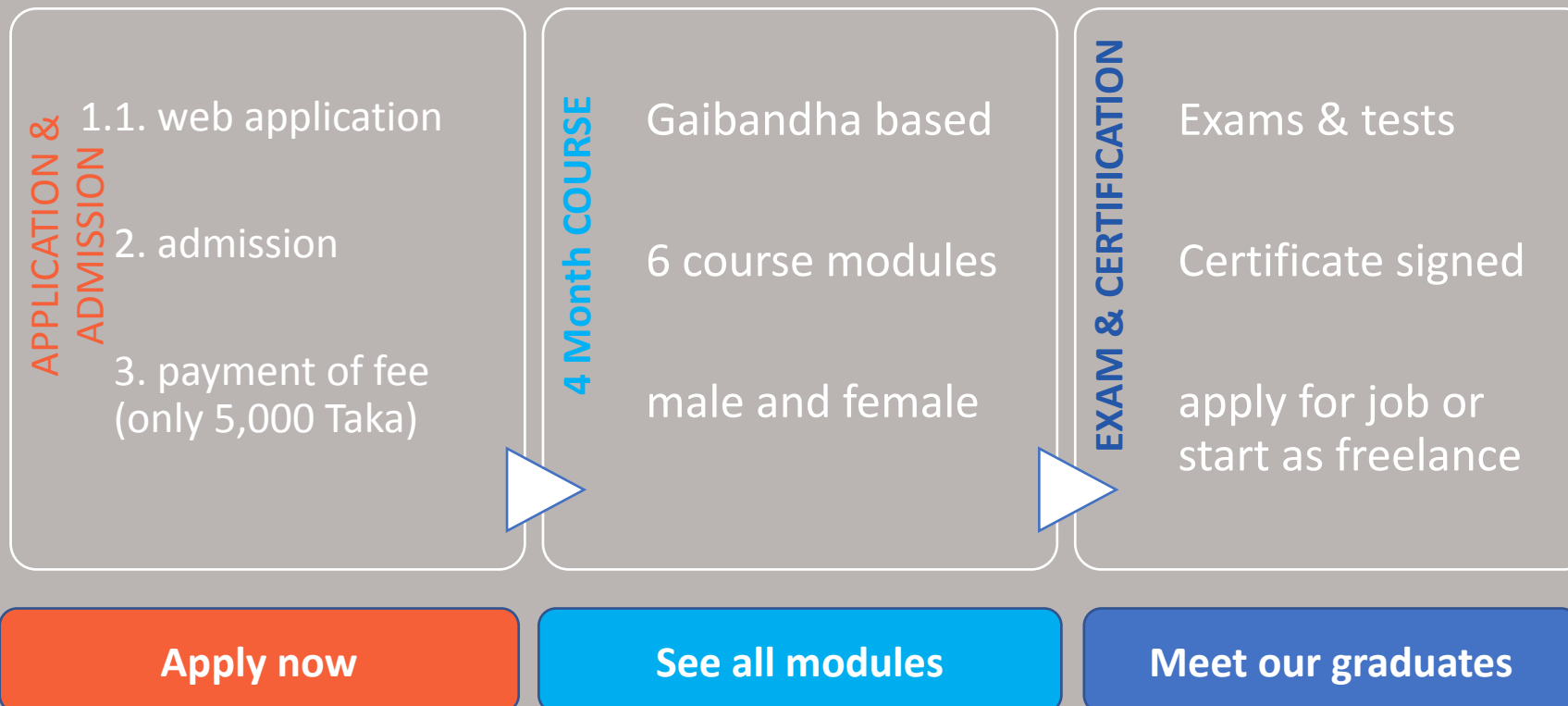
for society

- reduce unemployment
- fight poverty
- create qualified workforce

How you can participate... [Read more](#)

How it works

If you are looking for a future in the digital industry our 4-month course can provide the **skills and knowledge** you need to succeed.



Course modules during the 4 months:

BASIC COMPUTER

- Understanding computer
- Hardware
- Software
- Troubleshooting
- MS office

PHOTO EDITING

- Clipping Path
- Multi Path Clipping
- Manipulation
- Masking
- Retouching
- Shadow Effect
- Color Correction

GRAPHIC DESIGN

- Page Layout
- Color Concept
- Typography
- Creativity & Innovation
- Visiting Card, Letterhead
- Press Ad, Billboard
- Flyer, Poster
- Brochure, Catalog

PRODUCTIVITY & QUALITY MANAGEMENT

- Quality control
- Productivity
- Work study
- Workplace organization
- Leadership & motivation

OFFICE ETIQUETTE

- Etiquette and rules of behavior
- Dealing with colleagues
- Professional conduct
- Etiquette in and around the office

FREELANCING

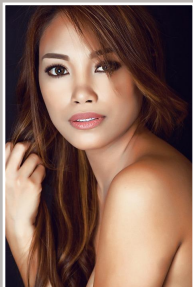
- Account Opening
- Create Portfolio
- Skill Test
- How to get job
- Payment Method

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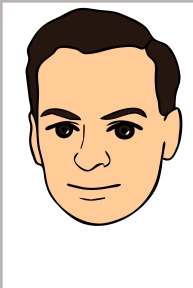
Meet 3 of our graduates:



Mr. No name
Graduated november 2016
Was offered a job at CPI ...



Ms. No name
Graduated april 2016
Today works as freelance ...



Mr. No name
Graduated november 2016
Was offered a job at clipping indian.
Bd ...

Course runs in top modern lab with:

- dedicated computer for each student with internet connection
- projector
- air condition
- backup power supply
- library facility
- Wi-Fi



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The people behind the Sarah Institute



Sarah Institute of E-Generation was founded on 7th August 2015 by Atiqur Rahman Molla who is also the founder of Outsource Experts who today employs more than 300 people on multiple locations worldwide. The name for the Institute, and the idea behind the institute is a tribute to Atiqur's grandmother Sarah who was a persistent and great believer in education.

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Management and administration:



Akhtarul Islam



Azim
Mohammad



Bipod Basu



M Mahmud
Hasan



Md
Asaduzzaman



Md Ataur
Rahman Molla



Md Rafiqul Islam



Md Ripon



Md Shehab
Khondoker



Monirul Islam

Advisory board:



Rasel Khan



Rokaiya Yeasmin



Sajedul Islam



Tagar Mia

Instructor/Lecturer:



Sarah Institute of E-Generation

– a proud part of:

Outsource Experts Ltd.

New Bridge Road

Kadam Tola


Gaibandha

Tel: 01786868843


Contact Us

 Jonh Smith

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 1-234-567-8888

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Sincerely,
John

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Admission

সারাহ ইনসটিটিউটে ভর্তি আবেদন ফর্ম

আবেদন ফর্ম পূরণ করার নিয়মাবলী:

১। ফর্মটি ইংরেজিতে পূরণ করতে হবে।

২। যে ঘরগুলির সামনে * (স্টার) মার্ক আছে, সেগুলি অবশ্যই পূরণ করতে হবে। না পূরণ করলে ফর্ম জমা হবে না।

৩। ভর্তির সময় সার্টিফিকেটের মূল কপি আনতে হবে।

[Start online application >](#)

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[Download Application form](#)