



Teaching and Examination Scheme:

Teaching Scheme			Credits	Examination Marks				Total Marks
L	T	P		Theory Marks		Practical Marks		
			C	ESE (E)	PA (M)	ESE (V)	PA (I)	
3	-	0	3	50	-	-	-	50

L- Lectures; P- Practical; OJT- On Job Training; C- Credit; ESE- End Semester Examination;
PA- Progressive Assessment

Content:

Sr. No.	Content	Hrs.
1	Basics of Computer System and its use in day to day life: Meaning of Computer, Characteristics, Evolution of Computers, Generation of Computer, Role of Computer in our life, Types of Computer, Hardware & Software.	10
2	Basics of Fax, Printer, Mobile-inter connectivity: What is Printer, usages of printer, types of printer, meaning of Fax, History of Fax Machine, how to use fax machine, types of fax machine, Mobile-network, frequencies, Types of Mobile Networks, Advantages of Mobile network	10
3	Email Basics: Meaning, steps to do an email, Advantages & Limitations of an email, Traditional mail v/s Email, features of an email, Email manners, Email Productivity Features	10
4	Basics of internet and web browsing: Meaning of Internet, What is Web, How internet works, Usages of Internet in our life, Internet Connection Methods, Web Browsers, Social media and networking,	10
5	Practical: Visit computer Lab and try to understand each features of Computer, Learn how frame emails and other productive features of an email.	
	Total	40

Reference Books:

1. Fundamentals of Computer by Morley & Parker_Cengage Learning
2. Computer Fundamentals by Pradeep K. Sinha & Priti Sinha_BPB Publication
3. Internet Technology & Web Design by Satish Jain, Shashank Jain, Shashi Singh & M. Geetha Iyer_BPB Publication

Course Outcomes:

After learning the course the students should be able to understand:

1. What is computer
2. Usages of computer in our day-to-day life
3. How to draft and email
4. What others useful productive features of emails
5. Basics of Printer, fax and mobile-network
6. Smart use of internet in our regular life