



GUJARAT TECHNOLOGICAL UNIVERSITY

Program Name: Bachelor Of Hotel Management And Catering Technology

Level: UG

Branch: Hotel Management & Catering Technology and
Hospitality and Tourism Administration

Course / Subject Code: BH01000051

Course / Subject Name : Fundamentals of Computer Application

w. e. f. Academic Year:	2024 – 2025
Semester:	BHMCT – SEM – I
Category of the Course:	Ability Enhancement Course

Prerequisite:	Student should have basic knowledge of Computer.
Rationale:	This course corresponds for teaching methods, assignments, and practicals help students an overview of the fundamental operational practices of Computer.

Course Outcome:

After Completion of the Course, Student will able to:

No	Course Outcomes	RBT Level
01	To familiarize with Computer and identify the various components.	U, R
02	To acquaint students with Computers Software.	U, R
03	To explain usage of internet & application.	U, A
04	To clarify the role of Social Media and its Applications in Hospitality Industry.	U, A,

*Revised Bloom's Taxonomy (RBT) - R: Remember; U: Understanding; A: Application, N: Analyze and E: Evaluate C: Create

Teaching and Examination Scheme:

Teaching Scheme (in Hours)			Total Credits L+T+ (PR/2)	Assessment Pattern and Marks				Total Marks
L	T	PR	C	Theory		Tutorial / Practical		
				ESE (E)	PA / CA (M)	PA/CA (I)	ESE (V)	
3	0	2	4	70	30	50	0	150

Course Content:

Unit No.	Content	No. of Hours	% of Weightage
1.	Introduction to Computers: <ul style="list-style-type: none">Introduction to Computer: Classification, Generations, Organization, Capabilities Characteristics & Limitations	11	20%



GUJARAT TECHNOLOGICAL UNIVERSITY

Program Name: Bachelor Of Hotel Management And Catering Technology

Level: UG

Branch: Hotel Management & Catering Technology and
Hospitality and Tourism Administration

Course / Subject Code: BH01000051

Course / Subject Name : Fundamentals of Computer Application

	<ul style="list-style-type: none">Application of Computer in Hotels,Familiarization with Components of Computers – Hardware: Hardware elements – input, storage, processing & output devices. Block diagram of computer		
2.	Introduction to Computers Software: <ul style="list-style-type: none">Types of Software, System Software, Application SoftwareUtility Software's, Use of MS- Office: Basics of MS- Word. MS- Excel and MS Power Point	11	20%
3.	Internet & Applications: <ul style="list-style-type: none">Introduction to Internet: Definition of networks, concepts of webpage, website and web searching (browsing).Benefits, Application, Working, Hardware and Software requirements, World Wide Web, Web Browser, URL, Search Engines, Email etc.	11	30%
4.	Social Media Applications and Hospitality: <ul style="list-style-type: none">Introduction to Social Media, Its Role in Hospitality Promotion,Social Media-Facebook, Instagram, Linked In, Twitter and Other Social Media ApplicationsCreating Pages and Profiles, Merits/Demerits of Social Media, Contemporary issues.	12	30%
		45	100%

Course Content: PRACTICAL

Unit No.	Content
1.	Introduction to Computers: <ul style="list-style-type: none">Components of Computers – Hardware:Hardware elements input, storage, processing & output devices.Block diagram of computer
2.	Introduction to Computers Software: Use of MS- Office: <ul style="list-style-type: none">Basics of MS- Word.MS- ExcelMS Power Point



GUJARAT TECHNOLOGICAL UNIVERSITY

Program Name: Bachelor Of Hotel Management And Catering Technology

Level: UG

Branch: Hotel Management & Catering Technology and
Hospitality and Tourism Administration

Course / Subject Code: BH01000051

Course / Subject Name : Fundamentals of Computer Application

3.	Internet & Applications: <ul style="list-style-type: none">• Webpage, website and web searching (browsing).• Working, Hardware and Software requirements,• World Wide Web, Web Browser, URL,• Search Engines, Email & its etiquettes.
4.	Social Media Applications and Hospitality: <ul style="list-style-type: none">• Hand on practice of usage of Social Media-• Creating Pages and Profiles, Twitter and Other Social Media Applications.

Suggested Specification Table with Marks (Theory):

Distribution of Theory Marks (in %)					
R Level	U Level	A Level	N Level	E Level	C Level
10%	20%	20%	10%	20%	20%

Where R: Remember; U: Understanding; A: Application, N: Analyze and E: Evaluate C: Create (as per Revised Bloom's Taxonomy)

References/Suggested Learning Resources:

(a) Books:

1. V. Rajaraman, Prentice Hall India, Fundamental of Computers
2. Lonnie E. Moseley & David M. Boodey, Mastering Microsoft Office, BPB Publication.

(b) Open source software and website:

1. <https://www.udemy.com/course/computer-fundamentals-k/?couponCode=THANKSLEARNER24>
2. <https://www.coursera.org/courses?query=computer%20fundamentals>
3. <https://ebooks.inflibnet.ac.in/lisp5/?s=Fundamentals+of+Computer>
4. https://pathshalaclasses.in/web/Course/single_book_details?id=rRM23hH7m%2F7hjzhl%2BFQOR0LG%2BToKRTg5zhUF5mT0EIkxyLhn6U3UjrYxYyyU38Q1%3AMDE2MTA4NjQxMDI3NDUxNQ%3D%3D

* * * * *