


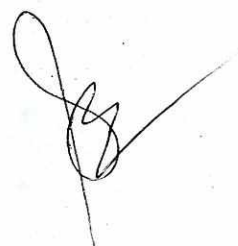





MARKS DISTRIBUTION

Paper Code	First Year	Internal			Min	Theory	Min	Total	Practical	Grand Total
		Three Months	Six Months	Total						
CA 101	Fundamentals of Computer and C programming	10	10	20	07	40	12	80		100
CA 102						Office Automation and Desktop publishing	40			
CA 103P	PRACTICAL								50	50

Department of Computer Application
 St. Aloysius College (Autonomous)
 Jabalpur (M.P.) 482001

DEPARTMENT OF COMPUTER APPLICATION
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B.Sc/B.Com/B.A. – I Year

Computer Application

First Year

First Paper

CA-101

Fundamentals of Computers and C Programming

UNIT I

Computer- Block diagram and characteristics of the computers Classification, Generation, types, **Input Devices:** Keyboard, Joysticks, Mouse, Light Pen, OMR, OCR, MICR, Punched Cards, barcode reader. **Output Devices:** Monitors & its types. **Printers** - Impact, Non-Impact, Plotters. **Primary Memory:-**RAM (Dynamic & Static), ROM (PROM, EPROM, EEPROM), Cache, Virtual. **Secondary Memory** - Magnetic- Tape & Disk, Optical disk.

UNIT II

Data representation of computer: Number System- Binary, Octal, Decimal & Hexadecimal & their inter-conversions, Arithmetic operation on binary number, Complements, Binary codes – BCD, EBCDIC, ASCII. **Data communication** - Computer networking basics -Types of network, topologies, Mode of communication.

UNIT III

Software: Types of Software, **System Software-** Operating System, Types and functions. **Application Software-**Languages & Packages, concept of CUI and GUI, Introduction to DOS, DOS Internal & External Commands, **Booting process.**

UNIT IV

Programming Languages: types of computer languages: MLL, ALL, HLL, translators. Steps for program design and development-algorithm, flowchart. **Introduction to C Language:** structure of a c program, C character set, data types, keywords, variables and constants, control statements in C.

UNIT V

Arrays (1D & 2D), Functions in C, Pointers and its operator (&,*), Recursion, Structures, array of structures, Unions, Files in C, modes of file (read, write and append).

Text Books:-

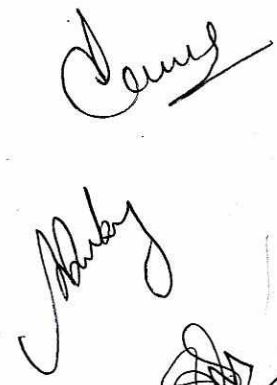
Computer Fundamentals- P.K. Sinha BPB Publications II Edition,
C Programming :- S.S. Bhatia.
Let Us C –Yashwant Kanitkar.

Reference Books:-

Computer Fundamentals: - V. Raja Raman – Prentice Hall of India Private Ltd.
O.Level Module – V. K. Jain.
Preogramming in C – Balaguruswamy.







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B.Sc/B.Com/B.A. – I Year
Computer Application
First Year
Second Paper
CA-102
Office Automation and Desktop Publishing.

UNIT I

Introduction to Windows: Desktop, taskbar, files and folders, start menu, My Computer, My Documents, Recycle Bin, Creating copying, moving and deleting files, setting wall paper, changing the mouse pointer, Notepad.

UNIT II

MS-Word: Word Processing with MS Word, Word Environment, working and editing the documents files–page setting and formatting the text, templates and wizards, tables, borders and shadings, Mail Merge, printing document, working with graphics.

Introduction to spreadsheets processing using MS Excel: Formatting workbooks and worksheets, printing worksheets, creating graphs and charts, creating formulas, Mathematical & Logical functions in Excel.

UNIT III

Making presentation with MS Power Point - working with different views -designing presentations, animation and graphics in slides, formatting and enhancing text. Slides with graphs, -printing in power point.

Introduction to MS-Access: table creation and manipulation, query handing and creation, form designing, report designing.

UNIT IV

Introduction to DTP and Multimedia: Photoshop and Animation, Introduction to multimedia. mm classification - mm h/w - mm s/w. Introduction to ADOBE PHOTOSHOP 7.0.- Creating & Preparing Images, Menus of Photoshop (File, Edit, Image, Layer, Select, Filter, View, Window, Help)

UNIT V:

Introduction to CorelDraw Preparation of documents, creating images, animation in Corel Draw, Menus of Corel Draw (File, Edit, View, Layout, Arrange, Effects, Bitmaps, text, tools, Window, Help).

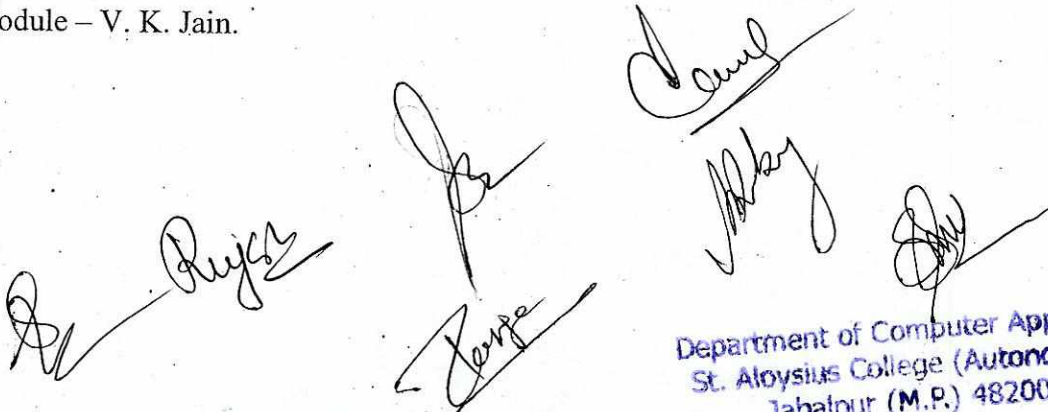
Text Books:-

Windows based Computer Course-Gurvinder Singh Rachhpal Singh

DTP Course :Hemant kumar Goyal

Reference Books:-

O Level Module – V. K. Jain.



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