



# RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA, BHOPAL

## OUTCOME BASED CURRICULUM

NAME OF THE PROGRAMME: **COMMON TO ALL**

Name of Scheme :OCBC -2019

COURSE CODE: 6807

**COURSE TITLE : INTRODUCTION TO COMPUTERS**

**SEMESTER-I**

### COURSE OUTCOMES

Course Outcomes		Mapping with POs
CO104.1	Explain computer system with its components, generations and i/o devices.	PO1,PO4,PO5,PO7
CO104.2	Describe storage devices with types of memory and data storage units.	PO1,PO4,PO7
CO104.3	Classify softwares, programming languages, language processors and number system.	PO1,PO2,PO3,PO7
CO104.4	Outline concept of operating system and office software.	PO1,PO2,PO3,PO4,PO5,PO6,PO7
CO104.5	Outline concept of system security and internet applications.	PO1,PO2,PO3,PO4,PO5,PO6,PO7

### CO PO MAPPING

Course Outcomes	Program Outcomes						
	PO1	PO2	PO3	PO4	PO5	PO6	PO7
CO104.1	3	-	-	1	1	-	2
CO104.2	3	-	-	1		-	2
CO104.3	2	1	1	-	-	-	2
CO104.4	3	2	3	3	2	2	3
CO104.5	3	2	1	1	3	2	3
CO104	3	2	2	2	2	2	2



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### COURSE CONTENTS

Unit	Topic	Contents	CO	Hrs
I	Basics of Computer System	Block Diagram of Computer System. Major Components of Computer System: Central Processing Unit, Memory Unit, ALU, Control Unit, Input Unit and Output Unit. Computer Generations and Classification of Computers, Applications of Computer System  Computer System Characteristics and Capabilities: Speed, Accuracy, Reliability, Memory Capabilities, Repeatability  Input Devices: Keyboard, mouse, joystick, scanner, OCR, OMR and webcam  Output Device: Monitors, printers( dot matrix inkjet laser), Projectors	CO104.1	12
II	Storage Devices	Storage device fundamentals, Primary & Secondary Storage. Volatile and non volatile memory.  Primary Memory - RAM, ROM and types of RAM and ROM. Difference between RAM and ROM.  Secondary storage - Floppy Disk, CD-ROM, DVD, Hard Disk, Flash(Pen) Drive  Data Storage unit - Bit, Byte, KiloByte, MegaByte, GigaByte, TeraByte, PetaByte.	CO104.2	14
III	Computer Software and languages	Classification of programming Languages - High Level Language and low level language.  Language processor and its types- compiler, interpreter, assembler  Software and its types - System software, application software and utility software.  Number System - binary, octal, decimal, hexadecimal and their conversion	CO104.3	10
IV	Operating System and Office Software	Concept of BIOS, Booting process, POST, boot loader.  Operating system and its features. Types of operating system - batch, time sharing, Real time, network, distributed  Office management utilities - Word processing, presentations, spreadsheets.  Features of Word processing. Uses of word processing. Description of various menu and sub menu items of word processing software example - file, edit, view etc..  Features of spreadsheet(ppt). Description of various menu and sub menu items of spreadsheet software example - file, edit, view etc..Writing conditional expressions using IF and logical operators(AND, OR, NOT).  Features of presentation(ppt). Description of various menu and sub menu items of presentation software example -file, edit, view etc..	CO104.4	14
V	<b>Computer Networks</b>	Introduction to computer networks and internet. Applications of internet. Concept of physical and IP-address. E-Mail and its utilities.	CO104.5	10



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	<b>and System security</b>	Web-Browser and search engines. Malware and its types - viruses, worms, Trojans and anti malware software.  Basics of bluetooth and wifi.		
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### SUGGESTED SPECIFICATION FOR QUESTION PAPER DESIGN

UNIT NO.	UNIT TITLE	DISTRIBUTION OF THEORY MARKS			
		R-LEVEL	U-LEVEL	A-LEVEL	TOTAL MARKS
1	Basic of computer system	5	6	3	14
2	Storage Devices	6	6	2	14
3	Computer Software and Languages	6	6	2	14
4	Operating System and Office Software	5	5	4	14
5	Computer Networks and System Security	5	5	4	14



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### SUGGESTED LIST OF EXPERIMENTS/TUTORIALS :

SNo	Name of experiment	CO
1	Perform basic operating system operations - start, shutdown, restart etc.	CO104.1
2	Identify system properties such as RAM, processor, harddisk size, system type, computer name, work group information.	CO104.1
3	Uses of following devices a. Input-output devices. b. Storage devices. c. Central processing unit.	CO104.1 CO104.2
4	Exploring the desktop. a. Start button and start menu b. File explorer - minimize, maximize, move, resize. c. Desktop icons handling.	CO104.1
5	Recognize file system. a. Storage and partitions. b. Folder and file - creating, deletion, renaming, moving, copy. c. Deletion process - temporary deletion and recovering those files, permanent deletion. d. File permission and attributes.	CO104.2 CO104.3
6	Use a file editor to edit a file.	CO104.4 CO104.3
7	Working with documents on office software. a. Creating, editing, formatting, saving a document. b. Cut, copy and paste text. c. Find and replace text inside a document. d. Insert, modify table. e. Formatting document - changing font color, type, size, bold, italics. f. Ways to indent a paragraph - Left, right, center indentation. g. Working with tables - Creating, adding row/columns, removing row/column.	CO104.4
8	Working with worksheets on office software. a. Creat, edit, format, save, preview and move worksheets. b. using formulas and functions. c. Sorting and filtering data d. Use of freeze pan.	CO104.4



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9	Working with powerpoint slides on office software. a. Create, edit, insert and move slides. b. Insert picture, tables to the slide. c. Changing background.	CO104.4
10	Using internet. a. Using web browser for internet surfing. b. Using search engine to search contents on the internet. c. Basic email operations - creating, sending, receiving emails, saving to drafts. d. Sending an attachment with email.	CO104.5

### (B) SOFTWARE INSTALLATION ASSIGNMENTS

For Computer Science and Engineering, Information Technology and Computer Hardware and Maintenance branches following tasks are included in the list of practicals. These tasks include downloading, installing/uninstalling free/open source software from the internet and perform basic settings in an operating system. For this any operating system can be used. Following is a tentative list of such software/tasks-

- Changing date/time of the operating system.
- Installation of Office software
- Installing fonts
- Experiments on wordprocessing, spread sheet(EXCEL) and powerpoint presentation
- Installation of Printer
- Installation of anti-virus software
- Installation of web browser
- Internet surfing
- Installation and use of Lightning Calendar
- Installation of photo and image editing software
- Installation of VLC Media Player
- Installation of PDFCreator PDF Converter Tools
- Creation of email-id, sending, receiving and printing mails
- Experience of online form filling – Hands on experience with RGPV students portal
- Use of notepad

To perform above practicals various free/paid operating systems and office management softwares are available which can be used. List of various open source softwares are available at aicte's website :

Above list of practical is tentative. Teachers are free to design new and innovative practical and give more opportunities for the students to learn practical skills



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