

### **Lesson Plan**

Program: BBA Semester: V Course Code: BBA-506 Course Name: Fundamentals of Computer

#### **Course Objectives**

(CO1): Understand about Generation of computers Hardware and software

(CO2): Have knowledge of DBMS.

(CO3): Understand and apply the knowledge of DBMS (CO4): Understand the scope MS word and Networking.

Session Duration: 60 minutes

Participants: All BBA 3<sup>RD</sup> Year Students

#### Entry level knowledge and skills of students

i. Basic Knowledge of Production & operations concepts

**ii.** Basic Knowledge of role of operations in the management of the organization

#### Equipment required in Classroom/ Laboratory/ Workshop

i. White Board, Marker and Duster

ii. Smart Board, Projector& system

#### **Assessment Schemes**

S. No.	Criteria	Marks (100)
1	CCSU End Term Examination	75
2	Internal Evaluation Scheme	25
2(a)	Teacher Assessment (Continuous Evaluation) (Any 2 & attendance)	20
2(a)(i)	Assignment I	10
2(a)(ii)	Assignment II	10
2(a)(iii)	Attendance (compulsory)	5

**Course Outcomes** (starting with action-oriented observable and measurable verb)

(CO1): Analysis about Generation of computers Hardware and software.

(CO2): Understanding of DBMS

(CO3): Applying the knowledge of DBMS.

(CO4): Understand the scope MS word and Networking.



## Mangalmay Institute of Management Technology Greater Noida (U.P.)



L. No.	Topics	Sub Topics	Date of implementation	Pedagogy	CO- Covered	Faculty Sign	HoD's Remark with Date
			Unit - 1				
	Introduction						
	to				1		
	Computers	Introduction					
		History of			1		
		Computer			_		
		Types of			1		
		Computer			_		
		Generations of			1		
		Computer			_		
		Generations of			1		
		Computer			_		
		Components of			1		
		PC			_		
		Components of			1		
		PC					
		T	Unit - 2	T	ī	ı	
	Hardware	Hardware and					
	and	Software:			2		
	Software	Introduction					
		Types of			2		
		Software					
		Input Devices			2		
		Output Devices			2		
		Relationship					
		between			2		
		Hardware and			2		
		Software					
		RAM			2		_
		ROM			2		
		Difference					
		between Hardware			2		
		and Software					
			Unit -3				



## Mangalmay Institute of Management Technology Greater Noida (U.P.)



	T		1	 T
	Introduction to			
Network,	Network,		3	
Security and	Security and			
Networking	Networking			
	LAN, WAN,		3	
	MAN, SAN, CAN			
	Topology (Ring,		3	
	Star, Bus, Mesh			
	Digital Piracy		3	
	Management			
	Cyber Security /		3	
	Cyber Laws			
	Internet		3	
	Information,			
	Internet Service		3	
	Difference			
	between			
	Internet,		3	
	Extranet and			
	Ethernet			
		Unit -4	<u>,                                      </u>	
Windows	Introduction to			
(latest	Windows (latest			
Version)	Version)			
	Features of		4	
	windows			
	Installation of		4	
	window			
	Activation of		4	
	window		-	
	Features of		4	
	Security		-	
	MS Word with			
	all the		4	
	applications			
	Uses of MS		4	
	word			
			4	
	<del>,</del>	Unit -5	<del>,</del>	
Excel ( latest				
Version)	Introduction			



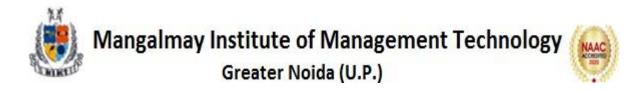
# Mangalmay Institute of Management Technology Greater Noida (U.P.)



		Filter				
		Commands for				
		Excel				
		Introduction to				
		Power Point				
		Introduction,				
		Creating a				
		Presentation				
		Using Templates				
		Inserting Charts				
		Inserting Tables				
			Revision	l	I	
		From Previous				
		Years Question				
		Papers of				
		University End				
Ur	nit-1	Term Examinations				
		From Previous				
		Years Question				
		Papers of				
		University End				
Ur	nit-2	Term Examinations				
		From Previous				
		Years Question				
		Papers of				
		University End				
Ur	nit-3	Term Examinations				
		From Previous				
		Years Question				
		Papers of				
		University End				
Ur	nit-4	Term Examinations				
		From Previous				
		Years Question				
		Papers of				
		University End				
Ur	nit-5	Term Examinations				

**Text Books:** 1. Computer Fundamental:- V. K. Singh

- 2. Fundamentals of Computers:- G. B. Jain
- 3. Operating System:- Godbol
- 4.Window-98:- Manual



Journals:

https://www.researchgate.net/publication/264926322\_INTRODUCTION\_TO\_COMPUTER\_FUNDAMEN

TAL

Electronic Database: <a href="https://www.tutorialsmate.com/2020/04/computer-fundamentals-tutorial.html">https://www.tutorialsmate.com/2020/04/computer-fundamentals-tutorial.html</a>