Lesson Plan

Program:B. Com**Semester:**First**Code**: C010104T **Course Name:** Introduction of Computers
Course Objectives It enables the students to know the basics of ¸computer applications

(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: BCOM students

Entry level knowledge and skills of students
  i.   Basic Knowledge of Production & operations concepts
  ii.   Basic Knowledge of role of operations in themanagement 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)**	**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 aboutGeneration of computers Hardware and software.

(CO2): Understanding of DBMS

(CO3): Applyingthe knowledge of DBMS.

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

L. No.	Topics	Sub Topics	Date of implementation	Pedagogy	CO-Covered	Faculty Sign	HoD's Remark with Date
**Unit - 1**						
1.	Computers	Computers in Business Environment		Lectures	CO1		
2.		Components of Computers		Lectures	CO1		
3.		Generation of Computers		Lectures	CO1		
4.		Software Package		Lectures	CO1		
5.		Disk operating system		Lectures	CO1		
6.		MS window		Lectures	CO1		
7.		Codes		Lectures	CO1		
8.					CO1		
**Unit - 2**						
9.	**Relevance of Data Base Management System and Interpretation of Application**						
10.		DBMS System Network		Lectures	CO2		
11.		Hierarchical & relational Database		Lectures	CO2		
12.		Application of DBMS System		Lectures	CO2		
13.							
14.							
15.							
16.							
**Unit - 3**						

17.	**Data base language**						
18.		dBase package		Lectures	**CO3**		
19.		Basic of Data processing		Lectures	**CO3**		
20.		Data Hierarchy and data file structure		Lectures	**CO3**		
21.		Data file organization Master & transaction file		Lectures	**CO3**		
22.		Program development cycle		Lectures	**CO3**		
23.		Management of data processing system in Business organization.		Lectures	**CO3**		
24.							
			Unit - 4				
25.	**Word Processing**						
26.		Meaning and role of word processing in creating of documents		Lectures	**CO4**		
27.		Editing formatting and printing documents.		Lectures	**CO4**		
28.		Data Communication Networking LAN – WAN		Lectures	**CO4**		
29.							
			Revision				
30.							
31.		Unit 1		Group			

			Discussion			
32.	Unit-1		test			
33.	Unit-2		Group Discussion			
34.	Unit-2		test			
35.	Unit-3		Group Discussion			
36.	Unit-3		test			
37.	Unit-4		test			

Text Books:

1. Gill, NS "Handbook of Computer Fundamentals", Khanna Publishing House, Delhi

2. Shrivastava "Fundamental of Computer &Information System" (Willey Dreamtech)

3. Leon A and Leon M. "Introduction to Computers" (Vikas 1st Edition)

4. R.S. Salaria, "Computer Fundamental", Khanna Publishing House Delhi

Reference Books:

1. Norton P Introduction to computers'(TATA McGraw Hill)

2. Leon "Fundamentals of Information Technology", (Vikas)

3. Ravichandran A "Computers Today". Khanna Publishing House Delhi

4. Sinha PK "Computer Fundamental", BPB Publications (Hindi and English)

5. Laudon&Laudon, "Management Information System"

Journals:

Electronic Database: