



Guru Jambheshwar University of Science & Technology

BMC - 105 COMPUTER APPLICATIONS

Total Marks : 100

Time : 3 Hour

External : 70

Internal : 30

DETAILED SYLLABUS

BLOCK-A

- Unit-1 : Introduction to Computers- History and Generations of Computers.
- Unit-2 : Types of Computers, Computer Parts and Functions; Hardware and Software.

BLOCK-B

- Unit-1 : Digital Technology; Keyboard Functions; Data Entry, Storage and Processing.
- Unit-2 : Memory-Real and Virtual, ROM and RAM.

BLOCK-C

- Unit-1 : MS office and its Applications; MS Windows, MS Word with Features.
- Unit-2 : Excel; MS Excess; Presentation Manager.

BLOCK-D

- Unit-1 : Working with text, Importing Commands, Page Setup, Formatting Techniques, and Printing.
- Unit-2 : Pagemaker, Corel Draw, Publishing Concepts.

BLOCK-E

- Unit-1 : Internet: History and Development, World Wide Web, Internet Protocols and Domain Name System, Internet Functions- E-mail.
- Unit-2 : Internet Issues, Netiquettes; Interactivity Social and Economic Issues.

Note : Maximum Marks:-100

(**70% Marks** will be awarded by the University & **30% Marks** will be awarded by Institute)