



**VIJAYANAGARA  
SRI KRISHNADEVARAYA UNIVERSITY,  
BELLARY**

*Syllabus*

**For BA/BCOM/BBM/B.Sc. NON - COMPUTER  
SCIENCE COURSE  
(III AND IV Semester COMPULSORY PAPER)**

*NEW SYLLABUS WITH EFFECT FROM  
2016-17 ONWARDS*

Third Semester  
Paper 3.3 Computer Fundamentals:  
(B.A/B.Com/B.B.M/B.Sc Non-Computer Science)

<b>3</b>	<b>Computer Fundamentals:</b>
Teaching : 4 Hrs. / Week	Max. Marks : 70
Total Hours : 50 Hrs	I. A. Marks : 30

**Unit I – Introduction to Computers:**  
Definition of Computers, History and Generation of Computers, Characteristics of Computer, Classification of Computers, Fundamentals Block Diagram of Computer CPU, ALU, Control Unit, Computer Memory, Input devices and other peripheral devices viz: Floppy disk, Hard disk, CD-ROM, Monitor, Printer, Scanner, Key Board, Mouse and track Ball devices. 15 hrs.

**Unit II- Software:**  
Definition of Software, Types of Software – System Software, Application Software and Utility Software, Computer Languages – Definition, Types of Programming Languages – Machine Language, Assembly Language, High Level Languages, Language Processors – Assemblers, Interpreters, Compiler and Editors, Operating Systems, Batch processing, Multi-Programming, Time Sharing, On-Line and Real Time Operating Systems, MS-DOS Internal and External Commands and File System. 10 hrs.

**Unit III – Windows & MS-Office 2003:**  
Introduction to Windows, Starting Windows, Desk Top, task Bar, Start Up Menu, Working with programs and icons-Adding, Removing, Starting and Quitting programs and icons. Working with files and folders – Creating, Deleting, Opening, Finding, Copying, Moving and Renaming files and folders. Control Panel, Setting, My Computer, Accessories and Windows Explorer, Windows Notepad, Character Map, Entertainment options and Multimedia.  
Overview of MS-Office, Launching Office-2003 Applications, Switching between Applications, Help System, Closing Applications. 05 hrs.

**Unit IV – MS-Word:**  
Overview of Word Processing software, Examples, Opening, creating, saving document, Print & Print Preview, Find & Replace, Header & Footer, Save & Save As, Views, Borders & Shading, Change Case, Bullets and Numbering, Background, Spelling and Grammar, Word Count, Macros, Mail Merge, Table handling and important shortcut keys. 06 hrs.

**Unit V- MS-Excel:**  
Overview of Spreadsheet software, Examples, Opening, creating, saving worksheet and workbook, Print & Print Preview, Rows & Columns, Formatting worksheet, Find & Replace, Types of Functions, Types of charts/graphs Macros and important shortcut keys. 10 hrs.

**Unit VI- MS-PowerPoint:**  
Overview of Presentation software – MS-PowerPoint, Slides, PowerPoint views, Auto content wizard, Transition and build effects, Printing Slides and important shortcut keys. 04 hrs.

Practical Hours: 2 Hours/week

The students shall gain hands-on experience of using:

- Windows OS and DOS
- MS-Word
- MS-Excel
- MS-PowerPoint
- Basics of Internet

Note:

1. A maximum of 15 practical assignments (minimum-12) shall be done by each student
2. No Practical Exam

Prescribed Books:

1. V.Rajaraman, Fundamentals of Computers
2. Sanjay Saxena, First Course in Computers

Question Paper Pattern:

Max Marks : 70

1. **Theory:** The question paper has three parts.  
Part-I contains 10 questions out of which 10 questions have to be answered. Each question carries 2 marks.  $10 \times 2 = 20$   
Part-II contains 6 questions out of which 4 questions have to be answered. Each question carries 5 marks.  $4 \times 5 = 20$   
Part-III contains 5 questions out of which 3 questions have to be answered. Each question carries 10 marks.  $3 \times 10 = 30$
2. **Practical:** No practical Exam.

*P. Jagan*  
18/4/17

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Fourth Semester  
Paper 4.6 Computer Applications:  
(B.A/B.Com/B.B.M/B.Sc Non-Computer Science)

4.6	<b>Computer Applications:</b>
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Teaching : 4 Hrs. / Week Max. Marks : 70

Total Hours : 50 Hrs I. A. Marks : 30

**Unit I – Introduction to Programming Overview of C:**

Definition, Problem solving using Computer. Introduction, Importance of 'C', Sample C programs, Basic structure of 'C' Program, Programming Style, Executing a 'C' program. **Constants, Variables & Data Types:** C Tokens, Keywords & Identifiers, Constants, Variables, Data Types, Declaration of Variables, Assigning values to variables, Defining symbolic constants

12 hrs.

**Unit II – Operators & Expressions:**

Arithmetic Operators, Relational Operators, Logical Operators, Assignment Operators, Increment & Decrement operators, Conditional Operators, Bitwise Operators, Special Operators, Arithmetic Expressions, Evaluation of Expressions, Precedence of Operators, Type Conversions in Expressions, Mathematical Functions

12 hrs.

**Unit III- Managing Input & Output Statements:**

Reading a Character, Writing a Character, Formatted Input, Formatted Output Statements.

10 hrs.

**Unit IV: Computer Electronics:**

Number System: Binary, octal, decimal & Hexadecimal number system . Binary arithmetic: Addition, Subtraction-using 1's and 2's complement. Digital Logic: AND, OR, NOT, NAND, NOR, Universal Gates.

8 hrs

**Unit V: Internet Tools:**

Concept of Networking-LAN, WAN, MAN, Internet, Intranet & Extranet, Definition of Web Page and HTML, Website and Web addresses, Web Browsing Tools – Internet Explorer/Netscape Navigator, ISP's in India and their responsibilities, E-mail, chatting, video Conference. Search Engines, Downloading and Uploading files.

8hrs.

**Prescribed Books:**

3. P.B. Kottur, Computer concepts & C Programming 17<sup>th</sup> edition.
4. Rajaraman, V. Fundamentals of Computers, 2nd Edition. Prentice Hall India Limited
5. Y P Kanetkar, Let us C
6. E Balagurusamy, "Programming in ANSI C"

Practical Hours: 2 Hours/week

The students shall gain experience of writing 'C' programs.:

**Note:**

1. A maximum of 10 practical assignments shall be done by each student
2. No practical Exam

**Question Paper Pattern:**

Max. Marks = 70

3. **Theory:** The question paper has three parts.  
Part-I contains 10 questions out of which 10 questions have to be answered. Each question carries 2 marks.  $10 \times 2 = 20$   
Part-II contains 6 questions out of which 4 questions have to be answered. Each question carries 5 marks.  $4 \times 5 = 20$   
Part-III contains 5 questions out of which 3 questions have to be answered. Each question carries 10 marks.  $3 \times 10 = 30$
4. **Practical:** No practical Exam.

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18/4/17

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