

ELEMENTARY COMPUTER APPLICATIONS

(Compulsory Paper)

(B.A./B.Sc./B.Com. Pt.Integrated B.Sc.-M.Sc. courses) Exam-2024-25

Scheme:

Exam Duration : 1.5 Hrs.

M.M.Pass Marks: 20

Theory : 50

Contact Hrs. : 2 hrs/week

Multiple Questions- 50 and Q.P. of four series for theory. Each question shall carry 1 mark, with no negative marking. As such, 1 mark shall be awarded for the correct answer in each question.

Note:

1. The marks secured in this paper shall not be counted in awarding the division to a candidate.
2. The candidate has to clear compulsory paper in four chances.
3. Non appearing or absent in the examination of compulsory paper will be counted a chance.

Syllabus for compulsory paper of “Elementary Computer Applications”

(First year of B.A./B.Sc./B.Com./Intergrated B.Sc.-M.Sc. Courses)

1. **Introduction to Information Technology:** evolution and generation of computers, types of computers, micro, mini, mainframe and super computer, Architecture of a computer system: CPU, ALU, Memory (RAM, ROM families), cache memory, input/output devices, pointing devices. Development of Super Computers in India “PARAM”: History, Characteristics, Strength, Weakness and basic Architecture.
2. **Number system:** (Binary, octal, decimal and hexadecimal) and their inter-conversions, character codes (ASCII, EBCDIC and Unicode). Logic gates. Boolean Algebra, machine, assembly and high level language including 3 GL and 4 GL.
3. **Internet:** Concepts, email services, world wide web, web browsers, search engines. Exploring various Citizen-centric services of Govt. of India such as Income Tax Services, Passport Seva, Ticket Booking(IRCTC & RSRTC), National Voters Service Portal, LPG service.
4. **Word processing packages:** standard features like tool bar, word wrap, text formatting, paragraph formatting. Effects to text, Mail-merge.
5. **Computer networking:** Type of networks, LAN, MAN and WAN, concept of bridges and routers, gateways and modems. ISDN and leased lines, Teleconferencing and videoconferencing.
6. **E-commerce:** Concept of e-commerce, benefits and growth of e-commerce, security considerations and hazards of virus and other security risks, anti-virus software, electronic payment system. E-Commerce: An Indian perspective, Digilocker, attendance.gov.in, mygov.in, Swachh Bharat Mission, E-Hospital, National Scholarship portal, E-Sampark, UID, various modes of Digital payment of govt. of India.

Note: The theory Q. P. will carry 100 multiple choice questions of 1 mark each. Question paper of four series shall be printed. Duration of Question Paper shall be of 1.5 hours.

Text/Reference Books:

1. Computer fundamentals by P.K. Sinha BPB publications.
2. Fundamentals of computers, V. Rajaraman, PHI Publication.
3. Fundamentals of Information Technology, Deepak Bharihoke, Excel books.