

Syllabus and Course Scheme

Academic year 2014-15



Computer Application (Optional Paper)

UNIVERSITY OF KOTA

**MBS Marg, Swami Vivekanand Nagar,
Kota - 324 005, Rajasthan, India**

Website: uok.ac.in

UNIVERSITY OF KOTA, KOTA

B.A. / B.Sc. / B. Com. Computer Application (Optional Paper)

Pt. III Exam.- 2015

Scheme:		Arts, Comm / Science	
		Min. Pass Marks	Max. Marks
Paper –I	3 hrs. Duration	Theory: 47/54	Theory: 130/150
Paper –II	3 hrs. Duration	Practical : 25/27	Practical : 70/75
Practical	4 hrs. Duration		65/75 Marks
			65/75 Marks
			70/75 Marks

Paper I : Computer Graphics and Computer Aided Drafting

Duration-3 hrs.

Max. Marks: 65(Arts/Comm.)/75(Science) Marks

Note: Total ten questions are to be set, taking two questions from each unit. Students are required to attempt five questions taking one question from each unit.

UNIT – 1

Importance of graphics, various types of graphics programs. Drafting packages, DTP packages, Microsoft windows. Various documentations cum DTP packages e.g. work perfect, Microsoft word etc.

UNIT – 2

Introduction to Page – Maker / ventura or similar packages, preparation of documents using DTP packages. Formating, printing various fonts and character set various type of printers.

UNIT – 3

Introduction to commercial DTP Systems available in market. Indian language fonts. Creation of Indian language fonts.

UNIT – 4

Microsoft Window session. Creating groups and program items under windows, tuning windows for a computer system.

Preparation of a document and publishing it using a DTP system. Creation of fonts.

UNIT – 5

Introduction to AUTOCAD, Autosketch and Auto Solid or a similar package. Advanced features of these packages. Drawing the plan of a building using AUTOCAD etc. Analysis features of AUTOCAD.

Reading / Reference Books

1. Computer Animation : Management Thalmann, Spriger Book Group: C
2. Mastering, C-Balon V,B.P.B. Publications
3. The Spirit of C, An Introduction to Modular Programming Coper, Jayco Books.
4. Programming in C: Kaicker S, McMillan
5. The Art of C: Programming : Johes, Robin, Narosa
6. C-Express: Robert joudain, Prentice Hall of India.
7. C Programming Language : Kemighan & Ritchi, Prentice Hall of India.
8. Programming with C:Gottfried, Tata Mc Graw hill.

9. Learning Cad with Autocad Operating System: M.M.DAS. B.P.B. Publications
10. Mastering Autocad : George Omura, B.P.H. Publication
11. Applying Autocad : A Step by Step Approach: Wholers Lerry, McGraw Hill.
12. CAD/CAM Computer Aided Design and Manufacturing : Groover & Zimmers /Prentice Hall of India.

Paper II : Entrepreneurship Development Course, Project Report & Report of the job Training I & II (E.D.P.)

Duration-3 hrs.

Max. Marks: 65(Arts/Comm.)/75(Science) Marks

Note: Total ten questions are to be set, taking two questions from each unit. Students are required to attempt five questions taking one question from each unit.

UNIT – 1

- Need, scope and characteristics of entrepreneurship. Special schemes for Technical Entrepreneur, STED
- Identification of opportunities
- Exposure to demand based, resource based, service based, import, substitute and export promotion industries
- Market Survey Technique.

UNIT – 2

- Need scope and approaches for project formulation
- Criteria for principles of product selection and development
- Structure of project report
- Choice of Technology plant and equipment
- Institutions, Financial procedure and financial incentives
- Financial ratios and their significance.

UNIT – 3

11. Books of account, Financial statement and funds flow analysis
12. Energy requirement and utilization
13. Resource Management Man, Machine and Materials
14. Critical Path method (CPM) and Project Evaluation and Review Techniques (PERT) as planning tools for establishing SSI.
15. (a) Creativity and innovation
(b) Problem solving approach
(c) Strength weakness opportunity and threat (SWOT) Technique
16. Techno-economic feasibility of the project
17. Plan layout and process planning for the product
18. Quality control/ quality assurance and testing of product

UNIT – 4

19. Elements of marketing and sales management
20. (a) Nature of product and market strategy
(b) Strengths, weaknesses opportunity and threats
(c) After Sales Service
21. Costing and pricing
22. Management of self and understanding human behavior
23. Sickness in small scale industries and their remedial measures

UNIT – 5

24. Coping with uncertainties, stress management and positive reinforcement
25. (a) Licensing, registration

- (b) Municipal bye laws and insurance coverage
- 26. Imp. Provi. of Factory Act, Sales of goods Act, Partnership Act.
- 27. (a) Dilution control
- (b) social responsibility and business ethics
- 28. Income Tax, Sales and Excise rules.

PRACTICAL 15 hrs. Teaching Load

1. Conduct of mini market survey (one day exercise) Data Collection through questionnaire and personal visits.
2. Entrepreneurial Motivation Training and exercise Practice. Through games, role Playing discussion.
3. (a) Working capital and fixed capital assessment and management Practice
- (b) Exercise on working capital and fixed capital calculation, Practices
4. (a) Analysis of sample project report.
- (b) Break even analysis Practice
5. Communication written and oral Practice

Suggested Reading Material :

1. Deshapande M.V. : Enterpreneursip of small scale industries; concept, growth & management . Deep & Deep publication, D-1/24, Rajouri Garden, New Delhi-110027.1984
2. Mc.Clealland DC: The achieving society. Prineton, N.J.D. Van Nostrand Co.N.Y., 1961
3. Meredith GG Newlson Retail: Practice of Entrepreneurship ILO, Geneva 1982
4. Pareek & Rao TV : Entrepreneurship Learning System, New Delhi-1978
5. Rao TV & Pareek : Developing Entrepreneurship –A Handbook
6. U.Vyas Jn.: Learning System. New Delhi-1982. Planning an industrial Unit I, neelkunj Neelkanth Park, Opp. Naranpura, Ahemedabad.
7. Welsh JA& Jerry FW : Entrepreneurs Master Planning Guide-How to launch a success full business. Prentice Hall, Englewook Cliffs, 1983.
8. Department of Industrial : Incentives &Concession for Setting Deptt.of Industrial Development Govt. of India, New Delhi.
9. India Investment: Guide for Entrepreneurs. India Investment Industrial Centre Centre, Jeevan Vihar Building Sansad Marg, New Delhi.
10. Entrepreneurship Development: A hand book for Institute of India Entrepreneurs. (with Special reference to S & T group).
Entrepreneurship Development Institute of India.

Note : The candidate is required to submit project report to the supervisor and to the respective teaching incharge. Practicals based on design of layout of building, Design of interior of its rooms, Printing and plotting, the prepared drawings.

Distribution of Practical Marks:-

(A) For Science Students :-

- a. 15 Marks exercise bases on paper VII & IX (for paper-I of Part-III computer applications)
- b. 20 Marks-Project work carried out during B.Sc. pt.-III
- c. 15 Marks- report on the job training I & II

(B) For Students of Arts and Commerce : where practical is of 70 marks the marks distribution will be as follows:

- a. 20 Marks based on the exercise from paper VIII and XI.
- b. 30 Marks related project work carried out by the candidate.
- c. 20 Marks related to report on the Job Training I&II

**LIST OF HARDWARE AND
SOFTWARES ITEMS Nos. Hardware**

PC at 386 DX

33 Mhz. 16 MB RAM
2 Serial, 2 parallel Ports
300 MD HDD, 1.2 MB FDD
VGA card, Monochrome Monitor 101
Keyboard
PC At. 386 SX

20 GB, 4 MB RAM,
2 Serial, 2 parallel Ports
300 MB HDD, 1.2 MB FDD VGA Card,
Monochrome Monitor 101 Keyboard
- Mouse
- Printers (300 Cps, 9 pin)
- 5 KVA CVT
- Air Conditioner (1 ton)

Software

- Microsoft DOS 5.0/6.0
- Microsoft C 5.01 or latest version
- Lotus 1-2-3 latest Version
- DBASW IV Latest Version
- ORACLE 6.0/7.0 (DOS Version)
- Coral Draw
- Microsoft Windows
- Auto Cad/Auto Sketch
- Auto Animator

List of Books :

Book Group: Animation

1. Computer Animation : Management Thalmann, Spriger Book Group: C
2. Mastering, C-Balon V, B.P.B. Publications
3. The Spirit of C, An Introduction to Modular Programming Coper, Jayco Books.
4. Programming in C: Kaicker S, McMillan
5. The Art of C: Programming : Johes, Robin, Narosa
6. C-Express: Robert Joudain, Prentice Hall of India.
7. C Programming Language : Kemighan & Ritchi, Prentice Hall of India.
8. Programming with C: Gottfried, Tata Mc Graw Hill.

Book Group: CAD

10. Learning Cad with Autocad Operating System: M.M.DAS. B.P.B. Publications
11. Mastering Autocad : George Omura, B.P.H. Publication
12. Applying Autocad : A Step by Step Approach: Wholers Lerry, McGraw Hill.
13. CAD/CAM Computer Aided Design and Manufacturing : Groover & Zimmers /Prentice Hall of India.

Book Group : DBASE

14. Advance DBASEIII Application- Baker
15. ABC of DBASEIII+ : Roberti, B.P.H. Publication
16. Mastering DBASEIII: A Structured Approach: Carl Townsend, B.P.B Publication

17. Understanding DBASE-III: Simpson A, BPB Publications

Book Group : DBMS

18. An Introduction to Data Base System: Data C.J. Addison

19. Database Management System Concepts :Henry F. Korth Abraham Silber Schatz, MC Graw Hill

Book Group : DTP

- Corel Draw 4 Instant Reference G.B.P.B.
20. Padwick Publications.
Rimmer S. B.P.B.
21. Mastering Corel Draw 3 Publications.

Book Group : EXPERT SVS

22. Expert System and Artificial Intelligence Saran S.N.

Book Group : General

23. Fundamentals of Computers V.Rajaraman,
E.E.E. Publications
24. ** Computer Architecture & Organization Haynes, McGraw-Hill
25. ** Digital Computer Motis Mano,
Mcaraw-Hill
26. **How to Solve it by CO flIMIters Dromey a Prentice Hall of India
27. **Digital Computer ElectIOOM:
Malvino, Tata Mcaraw Hill Book group: IBMPC
28. IBM PC Trouble shootion &~QIMK: Robert
C. Brenner, aalogtia

Book Group: Lotus

29. Lotus 1-2-3 Simplified, Bolocean
30. ABC of Lotus 1-2-3, Chris aillert. B.P.B Publication
31. Advanced Lotus 1-2-3, E-Michael Luns. B.P.B. Publications
32. Lotus 1-2-3 Made Simple, Taxali & Chopra Tata McGraw-Hill

Book Group : OS

33. MS-OOS Hand Book, Richard Allenking, B.P.B., Publications
34. Advanced MS-DOS, Duncan, R.B.P.B. Publication
35. Operating System, Tenerbau, Prentice-Hall of India

Book Group : Unix

36. **Unix Network Programming, Richard Stevens, Prentice Hall of India
37. Unix & C.A. Tutorial Introduction, Philip Cornea, Tata McGraw Hill.