RGPV (DIPLOMA WING) BHOPAL	OBE CURRICULUM FOR THE COURSE	FORMAT-**3**	Sheet No. 1/3
Branch	**Common to all branches**	**Semester**	**I/II**

Course Code		**Course Name**	**INTRODUCTION TO COMPUTERS**

Course Outcome 1	Student will be able to explain computer system with its components, generations and i/o devices.	Teach Hrs	Marks
Learning Outcome 1	Student will be able to illustrate the basic units of computers	08	10
Contents	Block Diagram of Computer System. Major Components of Computer System: Central Processing Unit, Memory Unit, ALU, Control Unit, Input Unit and Output Unit. Computer Generations and Classification of Computers, Applications of Computer System, Knowledge of versions of operating systems Perform basic computer system operations - start, shutdown, restart etc Identify system properties such as RAM, processor, harddisk size, system type, computer name, work group information		
Method of Assessment	Internal Assessment –Quiz/ Short Answer type questions		
Learning Outcome 2	Student will be able to explain the characteristics of a computing system	04	10

Contents	Computer System Characteristics and Capabilities: Speed, Accuracy, Reliability, Memory Capabilities, Repeatability
	
	Uses of following devices
	    a. Input-output devices.
	    b. Storage devices.
	    c. Central processing unit.		

Method of Assessment	Internal Assessment –Quiz/ Short Answer type questions		
Learning Outcome 3	Student will be able to explain role of input and output devices	06	10

Contents	Input Devices: Keyboard, mouse, joystick, scanner, OCR, OMR and webcam Output Device: Monitors, printers(dot matrix inkjet laser), Projectors
	
	Able to use above devices with computer.
	
	Exploring the desktop.
	    a. start menu
	    b. File explorer - minimize, maximize, move, resize.
	    c. Desktop icons handling.
	Creation of new folder		

Method of Assessment	External Assessment – End sem theory exam		
Course Outcome 2	Student will be able to Describe storage devices with types of memory and data storage units.		

Learning Outcome 4	Student will be able to Describe storage devices with types of memory	06	10
Contents	Storage device fundamentals, Primary & Secondary Storage. Volatile and non volatile memory. Primary Memory - RAM, ROM and types of RAM and ROM. Difference between RAM and ROM.Size of RAM Secondary storage - Floppy Disk, CD-ROM, DVD, Hard Disk, Flash(Pen)Drive and their working Data Storage unit - Bit, Byte, KiloByte, MegaByte, GigaByte, TeraByte, PetaByte.		
Method of Assessment	External Assessment – End sem theory exam		
Learning Outcome 5	Student will be able to deal with file editing	06	10

Contents	Recognize file system.
	    a. Storage and partitions.
	    b. Folder and file - creating, deletion, renaming, moving, copy.
	    c. Deletion process - temporary deletion and recovering those files, permanent deletion.
	File permission and attributes.		

Method of Assessment	Internal Assessment – Laboratory Test by Observation		
Course Outcome 3	Classify softwares, programming languages, language processors and number system.		
Learning Outcome 6	Student will be able to explain language processors	06	10
Contents	Classification of programming Languages - High Level Language and low level language. Language processor and its types- compiler, interpreter, assembler		
Method of Assessment	External Assessment – End sem theory exam		
Learning Outcome 7	Student will be able to differentiate the softwares	04	10
Contents	Software and its types - System software, application software and utility software.		
Method of Assessment	External Assessment – End sem theory exam		

Learning Outcome 8	Student will be able to perform data conversion	04	10
Contents	Number System - binary, octal, decimal, hexadecimal and their conversion		
Method of Assessment	External Assessment – End sem theory exam		
Course Outcome 4	Student will be able to Outline concept of operating system and office software		
Learning Outcome 9	Will be able to demonstrate the features of operating system	06	10
Contents	Concept of BIOS, Booting process, POST, boot loader. Operating system and its features. Types of operating system - batch, time sharing, Real time, network, distributed		
Method of Assessment	External Assessment – End sem theory exam		
Learning Outcome 10	Student will be able to demonstrate Office management utilities - Word processing,	06	10

Contents	Working with documents on office software.
	   a. Creating, editing, formatting, saving a document.
	   b. Cut, copy and paste text.
	   c. Find and replace text inside a document.
	   d. Insert, modify table.
	   e. Formatting document - changing font color, type, size, bold, italics.
	   f. Ways to indent a paragraph - Left, right, center indentation.
	Working with tables - Creating, adding row/columns, removing row/column.		

Method of Assessment	External Assessment by Observation – Laboratory Test		
Learning Outcome 11	Student will be able to demonstrate Office management utilities – spread sheets	10	10

Contents	Features of spreadsheet(ppt). Description of various menu and sub menu items of spreadsheet software example - file, edit, view etc..Writing conditional expressions using IF and logical operators(AND, OR, NOT). Working with worksheets on office software.
	    a. Creat, edit, format, save, preview and move worksheets.
	    b. using formulas and functions.
	    c. Sorting and filtering data
	    d. Use of freeze pan.

Method of Assessment	External Assessment – Laboratory Test by Observation

Learning Outcome 12	Student will be able to demonstrate Office management utilities - presentations	10	10

Contents	Features of presentation(ppt). Description of various menu and sub menu items of presentation software example -file, edit, view etc..
	
	Working with powerpoint slides on office software.
	    a. Create, edit, insert and move slides.
	    b. Insert picture, tables to the slide.
	Changing background.
	prepare powerpoint slides on any one topic for their presentation

Method of Assessment	Internal Assessment – Laboratory Test by Observation

Course Outcome 5	Student will be able to Outline concept of system security and internet applications.

Learning Outcome 13	Student will be able to explain the concept of networks	10	10

Contents	Introduction to computer networks and internet. Applications of internet. Concept of physical and IP-address. E-Mail and its utilities.
	        Basic email operations - creating, sending, receiving emails,
	        saving to drafts.
	Sending an attachment with email

Method of Assessment	External Assessment – End sem theory exam

Learning Outcome 14	Student will be able to explain the concept of search engines and security	06	10

Contents	Web-Browser and search engines. Malware and its types - viruses, worms, Trojans and anti malware software.
Method of Assessment	External Assessment – End sem theory exam

Learning Outcome 15	Student will be able to use different web browser for content search	08	10
Contents	Using web browser for internet surfing. Using search engine to search contents on the internet. to fill online exam form, .		
Method of Assessment	Internal Assessment– Laboratory Test by Observation		