

## **CP-105: INFORMATION TECHNOLOGY**

### **Objectives:**

The objective of the course is to make student aware about the emerging information technological issues engaging the world.

### **Course Contents**

#### **Unit -I**

Introduction to Computers: Evolution of Computers, Basic Architecture and components, Application Software and Packages - Introduction to Embedded Software. Artificial intelligence (AI), AI Tools –An overview.Fundamentals of operating system- Windows, Unix/Linux, Android.

#### **Unit -II**

Software Packages

- a) Word Processor –Editing, Printing and Formatting of Document Mail merge.
- b) Electronic Spread sheet – Range, Formulas, Functions, Graphs, Basis statistical formulae.
- c) Presentation Tool – Creating effective presentations

#### **Unit -III**

File and Data Management –Data files types/Organizations; Master & Transaction Files; Basics of Data Processing; Introduction to DBMS concepts, DBMS Software: Creating a database, Data entry and basic queries. Report generation &Label generation .

#### **Unit -IV**

Financial Accounting Software- Account creation, Journal Entry, Ledger posting, Balance Sheet, P& L Account, Flow Charting : Input-Process –Output presentation , Programming Concepts. Data Communications And networking \_LAN & WAN.

#### **Unit -V**

,Introduction to Word Wide Web-Internet operations, emerging communication technologies .Introduction to Social Networking, E Commerce ,E –Banking And E- Governance .

### **Suggested Readings**

1. Rajaraman, V. (2004). *Introduction to Information Technology*. PHI.
2. Turban, Rainer and Potter (2003). *Introduction to information technology*. John Wiley and sons.
3. Sinha, P.K., PritiSinha (2002). *Foundation of computing*. BPB Publications.
4. Ram, B. (2003). *Computer Fundamentals*. New Age Publications

The list of cases and specific references including recent articles will be announced in the class at the time of launching of the course.