P R GOVT COLLEGE(AUTONOMOUS), KAKINADA

DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- I (W.E.F. 2020-2021)

Course 1A:Information Technology

Model Outcomes:

At the end of the course, the students is expected to DEMONSTRATE the following cognitive abilities (thinking skill) and psychomotor skills.

A. Remembers and states in a systematic way (Knowledge)

1. Describe the fundamental hardware components that make up a computer's hardware and the role of each of these components
2. understand the difference between an operating system and an application program, and what each is used for in a computer
3. Use technology ethically, safely, securely, and legally
4. Use systems development, word-processing, spreadsheet, and presentation software to solve basic information systems problems

B. Explains (Understanding)

5. Apply standard statistical inference procedures to draw conclusions from data
6. Retrieve information and create reports from databases
7. Interpret, produce, and present work-related documents and information effectively and accurately

C. Critically examines, using data and figures (Analysis and Evaluation)**

8. Analyse compression techniques and file formats to determine effective ways of securing, managing, and transferring data
9. Identify and analyse user needs and to take them into account in the selection, creation, integration, evaluation, and administration of computing based systems.
10. Analyse a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions.
11. Identify and analyse computer hardware, software

D. Working in 'Outside Syllabus Area' under a Co-curricular Activity(Creativity) Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.

E. Efficiently learn and use Microsoft Office applications.

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- I (W.E.F. 2020-2021)

SYLLABUS:

Course 1C :Information Technology

(Five units with each unit having 12 hours of class work)

Unit I Introduction:

Computer Definition - Characteristics and Limitations of Computer—Generations of Computer, Classification of Computers, Applications of Computer, Basic Components of PC, Computer Architecture - Primary and Secondary Memories- Input and Output Devices- Operating System- Function of Operating System- Types of Operating System- Languages and its Types

Unit II MS word:

Word Processing – Features-Advantages and Applications- Parts of Word WindowToolbar- Creating, Saving, Closing, Opening and Editing of a Document-Moving and Coping a Text- Formatting of Text and Paragraph- Bullets and Numbering-Find and Replace - Insertion of objects-Headers and Footers- Page Formatting- Auto CorrectSpelling and Grammar- Mail Merge- Macros

Unit III MS Excel:

Features – Spread Sheet-Workbook – Cell-Parts of a window-Saving, Closing, Opening of a Work Book – Editing – Advantages – Formulas- Types of Function-Templates –Macros – Sorting- Charts – Filtering.

Unit IV MS Power point:

Introduction – Starting – Parts-Creating of Tables- Create Presentation – TemplatesAuto Content Wizard-Slide Show-Editing of Presentation-Inserting Objects and charts

MS Access:

Orientation to Microsoft Access - Create a Simple Access Database - Working with Table Data - Modify Table Data - Sort and Filter Records - Querying a Database -Create Basic Queries - Sort and Filter Data in a Query - Perform Calculations in a Query - Create Basic Access Forms - Work with Data on Access Forms - Create a Report - Add Controls to a Report - Format Reports

Learning Resources (Course 1C:Information Technology)

References:

(1) P.Mohan computer fundamentals- HimalayaPublications.

(2) R.K.Sharma and Shashi K Gupta, Computer Fundamentals - Kalyani Publications

(3) Fundamentals of Computers ByBalagurusamy, Mcgraw Hill

(4) Computer Fundamentals Anita Goel Pearson India

(5) Introduction to Computers Peter Norton

(6) Fundamentals of Computers Rajaraman V Adabala N

(7) Office 2010 All-in-One For Dummies Peter Weverka

(8) MS-Office S.S. Shrivastava

(9) MS-OFFICE 2010 Training Guide Prof. Satish Jain, M. Geetha, KratikaBPB Publications

Online Resources:

https://support.office.com/en-us/office-training-center

https://www.skillshare.com/browse/microsoft-office

https://www.tutorialspoint.com/computer_fundamentals/index.htm

https://www.javatpoint.com/computer-fundamentalstutorial
https://edu.gcfglobal.org/en/subjects/office/
https://www.microsoft.com/en-us/learning/training.aspx
Practical Component: @ 2 hours/week/batch

- MS word creation of documents letters invitations etc, tables, mailmerge, animations in word, formatting text
- MS Excel performing different formulas, creating charts,macros
- MS power point slide creation, creation of animation
- MS Access creation of database, forms and reports

RECOMMENDED CO-CURRICULAR ACTIVITIES:

(Co-curricular activities shall not promote copying from textbook or from others work and shall encourage self/independent and group learning)

Measurable

1. Assignments (in writing and doing forms on the aspects of syllabus content and outside the syllabus content. Shall be individual and challenging)
2. Student seminars (on topics of the syllabus and related aspects (individual activity)
3. Quiz (on topics where the content can be compiled by smaller aspects and data (Individuals or groups as teams))
4. Field studies (individual observations and recordings as per syllabus content and related areas (Individual or team activity)
5. Study projects (by very small groups of students on selected local real-time problems pertaining to syllabus or related areas. The individual participation and contribution of students shall be ensured (team activity))

General

1. Group Discussion
2. Visit to Software Technology parks / industries

RECOMMENDED CONTINUOUS ASSESSMENT METHODS:

Some of the following suggested assessment methodologies could be adopted;

1. The oral and written examinations (Scheduled and surprise tests),
2. Closed-book and open-book tests,
3. Coding exercises,
4. Practical assignments and laboratory reports,
5. Observation of practical skills,
6. Individual and group project reports,
7. Efficient delivery using seminar presentations,
8. Viva voce interviews.
9. Computerized adaptive testing, literature surveys and evaluations,
10. Peers and self-assessment, outputs form individual and collaborative work

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- I (W.E.F. 2020-2021)

Course 1C :Information Technology

PAPER- I **Marks: 60M**

Model blue print for the model paper and choice

S.NO	Type of Question	To be given in the Question Paper			To be answered		
		No. of Questions	Marks allotted to each question	Total Marks	No. of Questions	Marks allotted to each question	Total Marks
1	Section-A Very Short Questions	**5**	**1**	**5**	**5**	**1**	**5**
2	Section-B Short Questions	**6**	**5**	**30**	**3**	**5**	**15**
3	Section-C Essay Questions	**8**	**10**	**80**	**4**	**10**	**40**
TOTAL		**19**		**115**	**TOTAL MARKS**		**60**

Percentage of choice given = $\frac{115 - 60}{115} \times 100 = \frac{55}{115} \times 100 = 47.82\%$

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- I (W.E.F. 2020-2021)

Course 1C :Information Technology

PAPER- I **Marks: 60M**

Model Blue print for the question paper setter

Chapter Name	Essay Questions 10 Marks	Short Questions 5 Marks	Very Short Questions 1 Mark	Marks allotted to the chapter
UNIT-I	2	2	2	32
UNIT -II	2	2	1	31
UNIT -III	2	1	1	26
UNIT -IV	2	1	1	26
Total No. of questions	8	6	5	
Total Marks Including choice				115

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- I (W.E.F. 2020-2021)

Course 1A: Information Technology

Question Bank

Essay Questions:

UNIT-I

1. Define Computer. What are the Characteristics and Limitations of Computer?
2. Explain about Basic Components of PC.
3. Write about Generations of Computer.
4. Explain about Input and Output Devices.
5. What is an Operating System? Explain about Functions of Operating System.

UNIT-II

1. Explain about Features, Advantages and Applications of MS Word.
2. Write about Creating, Saving, Closing, Opening and Editing of a Document.
3. Explain about Mail Merge in MS Word.

UNIT-III

1. What is Excel? Explain the Features of MS Excel.
2. Explain the procedure Saving, Closing, Opening of a Work Book.
3. What is Excel? Explain the Types of Functions in MS Excel.
4. Explain about charts in MS Excel.

UNIT-IV

1. What is MS PowerPoint? What are the features of MS PowerPoint?
2. How to create presentation in MS PowerPoint?
3. How to Create a Simple Access Database?
4. Write about Querying a Database -Create Basic Queries.
5. Explain about Forms in MS Access.

Short Answer Questions:

UNIT-I

1. What are the Characteristics of Computer?
2. What are the Applications of Computer?
3. Briefly explain about Primary and Secondary Memories.
4. Write about Input Devices.
5. Write about Output Devices.

UNIT-II

1. What are the advantages of MS Word.
2. Write about parts of Word Window.
3. Write about insertion of objects, Headers and Footers in MS Word.
4. Explain about Mail Merge in MS Word.

UNIT-III

1. Explain the Features of MS Excel.
2. Discuss about cell and cell address.
3. What is a formula? What are the advantages of formula?
4. Explain about mathematical functions in MS Excel.

UNIT-IV

1. What are the features of PowerPoint?
2. Explain about Auto Content Wizard in PowerPoint.
3. Explain data types in MS Access.
4. Write about Queries in MS Access.

Very short answer questions.

UNIT-I

1. Define Computer.
2. What are the basic components of PC?
3. What is primary memory?
4. Define operating system.

UNIT-II

1. What is word processing?
2. How to Opening and Editing of a Document?
3. Write about Bullets and Numbering.
4. Write about Headers and Footers

UNIT-III

1. What is Workbook?
2. What is Autofill?
3. Define Macro.
4. What is Filtering?

UNIT-IV

1. What is MS PowerPoint?
2. What is Slide Show?
3. Define Table.
4. Define Database.

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- I (W.E.F. 2020-2021)

MODEL PAPER

Course 1C :Information Technology

Time : 2.30 Hrs. **SEMESTER-I** **Max. Marks: 60**

Section-I

Answer ALL Questions (Very Short answer questions) (5x1=5M)

1. Define Computer.
2. How to Opening and Editing of a Document?
3. What is Autofill?
4. What is Slide Show?
5. Define Database.

SECTION-II

Answer any 3 Questions (Short answer questions) (3x5=15M)

6. What are the Characteristics of Computer?
7. Write about Input Devices.
8. What are the advantages of MS Word?
9. Explain about Mail Merge in MS Word.
10. Explain about Features of MS Excel.
11. What are the features of PowerPoint?

SECTION-III

Answer all Questions (4x10=40M)

12. A) Explain about Basic Components of PC.(UNIT-I)

(OR)

B) Explain about Input and Output Devices. (UNIT-I)

13. A) Write about Creating, Saving, Closing, Opening and Editing of a Document. (UNIT-II)

(OR)

B) Explain about Mail Merge in MS Word. (UNIT-II)

14. A) What is Excel? Explain the Types of Functions in MS Excel. (UNIT-III)

(OR)

B) Explain about charts in MS Excel. (UNIT-III)

15. A) How to create presentation in MS PowerPoint? (UNIT-IV)

(OR)

B) How to Create a Simple Access Database? (UNIT-IV)

P R GOVT COLLEGE (A):: KAKINADA
DEPARTMENT OF COMPUTER APPLICATIONS

B.Sc. / B.Com / B.A

SEMESER I (w.e.f. 2020-2021)

LIFE SKILL COURSE

BASIC COMPUTER APPLICATIONS

Objectives:

This course aims at providing exposure to students in skill development towards basic office applications.

Course Learning Outcomes:

After successful completion of the course, student will be able to:

1. Demonstrate basic understanding of computer hardware and software.
2. Apply skills and concepts for basic use of a computer.
3. Identify appropriate tool of MS office to prepare basic documents, charts, spreadsheets and presentations.
4. Create personal, academic and business documents using MS office.
5. Create spreadsheets, charts and presentations.
6. Analyze data using charts and spread sheets.

Unit-I: (08 hrs)

Basics of Computers: Definition of a Computer - Characteristics of computers, Applications of Computers – Block Diagram of a Digital Computer – I/O Devices, hardware, software, human ware, application software, system software, Memories - Primary, Auxiliary and Cache Memory.

MS Windows – Desktop, Recycle bin, My Computer, Documents, Pictures, Music, Videos, Task Bar, Control Panel.

Unit-II: (08 hrs)

MS-Word : Features of MS-Word - MS-Word Window Components - Creating, Editing, Formatting and Printing of Documents – Headers and Footers – Insert/Draw Tables, Table Auto format – Page Borders and Shading – Inserting Symbols, Shapes, Word Art, Page Numbers, Mail Merge.

Unit-III: (10 hrs)

MS-Excel : Overview of Excel features – Creating a new worksheet, Selecting cells, Entering and editing Text, Numbers, Inserting Rows/Columns –Changing column widths and row heights, Formulae, Referencing cells , Changing font sizes and colors, Insertion of Charts, Auto fill, Sort.

MS-PowerPoint: Features of PowerPoint – Creating a Presentation - Inserting and Deleting Slides in a Presentation – Adding Clip Art/Pictures -Inserting Other Objects, Audio, Video - Resizing and scaling of an Object – Slide Transition – Custom Animation.

REFERENCE BOOKS:

1. Working in Microsoft Office – Ron Mansfield - TMH.
2. MS Office 2007 in a Nutshell –Sanjay Saxena – Vikas Publishing House.
3. Excel 2020 in easy steps-Michael Price – TMH publications

P.R. GOVT COLLEGE (AUTONOMOUS), KAKINADA

MODEL PAPER (W.E.F. 2020-21)

B.Sc. / B.Com / B.A

SEMESTER –I

Sub: BASIC COMPUTER APPLICATIONS **Paper: I**

Time: 2 hrs **Max Marks: 50**

SECTION – A

Answer any FOUR questions the following **4 x 5= 20 M**

1. Write about characteristics of Computer?
2. Explain about applications of computers.
3. Explain about Desktop and Recycle bin.
4. Explain about features of MS-Word.
5. Explain about header and Footer in MS-Word.
6. How to inserting Rows and Columns in MS-Excel?
7. How to entering and editing text and numbers in Excel?
8. Explain features of MS-Power point?

SECTION – B

Answer any THREE questions the following **3 x 10= 30 M**

1. Draw and explain block diagram of Computer in details.
2. Explain various input and output devices.
3. What is Mail-Merge? Explain Mail-Merge concept in MS-Word?
4. Explain How to Creating Table in MS-Word?
5. Explain about features of MS-Excel.
6. What is Presentation? How to create a presentation in MS-Power point?

BASIC COMPUTER APPLICATIONS

QUESTION BANK

UINT-I

Short Answer Questions:

1. Write about characteristics of Computer?
2. Explain about applications of computers.
3. Explain about Desktop and Recycle bin.
4. Explain about feature of MS-Windows?

Essay Answer Questions:

5. Draw and explain block diagram of Computer in details.
6. Explain various input and output devices.
7. Write about Primary, Auxiliary and Cache Memory.

UINT-II

Short Answer Questions:

1. Explain about features of MS-Word.
2. Explain about header and Footer in MS-Word.
3. Explain about Inserting Symbols, Shapes in MS-Word.

Essay Answer Questions:

4. What is Mail-Merge? Explain Mail-Merge concept in MS-Word?
5. Explain How to Creating Table in MS-Word?

UINT-III

Short Answer Questions:

1. How to inserting Rows and Columns in MS-Excel?
2. How to entering and editing text and numbers in Excel?
3. Explain features of MS-Power point?
4. How to Inserting and Deleting in Slides in MS-Power point?

Essay Answer Questions:

5. Explain about features of MS-Excel.
6. Define worksheet and Cell? Explain Cell address and Cell Referencing in MS-Excel.
7. What is Presentation? How to create a presentation in MS-Power point?
8. Explain Types of Views in MS-Power point?

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B.Sc. / B.Com / B.A

SEMESER I (w.e.f. 2020-2021)

LIFE SKILL COURSE

BASIC COMPUTER APPLICATIONS

SUBJECT: BCA **Time: 2 Hrs**

PAPER- I **Marks: 50**

Model blue print for the model paper and choice

S.NO	Type of Question	To be given in the Question Paper			To be answered		
		No. of Questions	Marks allotted to each question	Total Marks	No. of Questions	Marks allotted to each question	Total Marks
1	Section-B Essay Questions	**6**	**10**	**60**	**3**	**10**	**30**
2	Section-A Short Questions	**8**	**5**	**40**	**4**	**5**	**20**
TOTAL MARKS				**100**	**TOTAL MARKS**		**50**

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B.Sc. / B.Com / B.A

SEMESER I (w.e.f. 2020-2021)

LIFE SKILL COURSE

BASIC COMPUTER APPLICATIONS

SUBJECT: BCA **Time: 2 Hrs**

PAPER- I **Marks :50**

Model Blue print for the question paper setter

Chapter Name	Essay Questions 10 Marks	Short Questions 5 Marks	Marks allotted to the chapter
UNIT-I	2	3	35
UNIT-II	2	2	30
UNIT-III	2	3	35
Total No. of questions	6	8	
Total Marks Including choice			100

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- II (W.E.F. 2020-2021)

Course 2C: E- Commerce & Web Designing

Learning Outcomes:

At the end of the course, the students is expected to DEMONSTRATE the following cognitive abilities (thinking skill) and psychomotor skills.

A. Remembers and states in a systematic way (Knowledge)

1. Understand the foundations and importance of E-commerce
2. Define Internet trading relationships including Business to Consumer, Business-to Business, Intra-organizational
3. Describe the infrastructure for E-commerce
4. Discuss legal issues and privacy in E-Commerce
5. Understand the principles of creating an effective web page, including an in-depth consideration of information architecture

B. Explains (Understanding)

6. Recognize and discuss global E-commerce issues
7. Learn the language of the web: HTML and CSS.

C. Critically examines, using data and figures (Analysis and Evaluation)

8. Analyze the impact of E-commerce on business models and strategy
9. Assess electronic payment systems
10. Exploring a web development framework as an implementation example and create dynamically generated web site complete with user accounts, page level security, modular design using css

D. Working in 'Outside Syllabus Area' under a Co-curricular Activity(Creativity)

Use the Systems Design Approach to implement websites with the following steps:

- Define purpose of the site and subsections
- Identify the audience
- Design and/or collect site content
- Design the website theme and navigational structure
- Design & develop web pages including: CSS Style Rules, Typography, Hyperlinks, Lists, Tables, Frames, Forms, Images, Behaviours, CSS Layouts

E. Build a site based on the design decisions and progressively incorporate tools and techniques covered

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- II (W.E.F. 2020-2021)

Course 2C: E- Commerce & Web Designing

SYLLABUS

Unit I: Introduction: Meaning, Nature, Concepts, Advantages, Disadvantages and reasons for Transacting Online, Types of E-Commerce, e-commerce Business Models (Introduction , Key Elements of a Business Model And Categorizing Major E-Commerce Business Models), Forces Behind e-commerce.

Technology used in E-commerce: The dynamics of World Wide Web and Internet (Meaning, EvolutionAnd Features); Designing, Building and Launching e-commerce website (A systematic approach involving decisions regarding selection of hardware, software, outsourcing Vs. in-house development of a website)

Unit-II: E-payment System: Models and methods of e–payments (Debit Card, Credit Card, Smart Cards, e-money), Digital Signatures (Procedure, Working And Legal Position), Payment Gateways, Online Banking (Meaning, Concepts, Importance, Electronic Fund Transfer, Automated Clearing House, Automated Ledger Posting), Risks Involved in e-payments.

Unit-III: On-line Business Transactions: Meaning, Purpose, Advantages and Disadvantages of Transacting Online, ECommerce Applications in Various Industries Like {Banking, Insurance, Payment of Utility Bills, Online Marketing, E-Tailing (Popularity, Benefits, Problems and Features), Online Services (Financial, Travel and Career), Auctions, Online Portal, Online Learning, Publishing and Entertainment} Online Shopping (Amazon, Snap Deal, Alibaba, Flipkart, etc.)

Unit-IV: Website designing Designing a home page, HTML document, Anchor tag Hyperlinks, Head and body section, Header Section, Title, Prologue, Links, Colorful Pages, Comment, Body Section, Heading Horizontal Ruler, Paragraph, Tabs, Images And Pictures, Lists and Their Types, Nested Lists, Table Handling.

Frames: Frameset Definition, Frame Definition, Nested Framesets, Forms and Form Elements. DHTML and Style Sheets: Defining Styles, elements of Styles, linking a style sheet to a HTML Document, Inline Styles, External Style Sheets, Internal Style Sheets & Multiple Style Sheets.

Unit V: Security and Encryption: Need and Concepts, E-Commerce Security Environment: (Dimension, Definition and Scope Of E-Security), Security Threats in The E-Commerce Environment (Security Intrusions And Breaches, Attacking Methods Like Hacking, Sniffing, Cyber-Vandalism Etc.), Technology Solutions (Encryption, Security Channels Of Communication, Protecting Networks And Protecting Servers And Clients)

References:

(1) E-commerce and E-business Himalaya publishers
(2) E-Commerce by Kenneth C Laudon, PEARSON INDIA
(3) Web Design: Introductory with MindTap Jennifer T Campbell, Cengage India
(4) HTML & WEB DESIGN:TIPS& TECHNIQUES JAMSA, KRIS, McGraw Hill
(5) Fundamentals Of Web Development by Randy Connolly, Ricardo Hoar, Pearson
(6) HTML & CSS: COMPLETE REFERENCE POWELL,THOMAS, McGrawHill

Online Resources:

http://www.kartrocket.com
http://www.e-commerceceo.com
http://www.fastspring.com

https://teamtreehouse.com/tracks/web-design

Practical Component:@ 2 hours/week/batch

1. Creation of simple web page using formatting tags
2. Creation of lists and tables with attributes
3. Creation of hyperlinks and including images
4. Creation of forms
5. Creation of framesets
6. Cascading style sheets – inline, internal and external

RECOMMENDED CO-CURRICULAR ACTIVITIES:

(Co-curricular activities shall not promote copying from textbook or from others work and shall encourage self/independent and group learning)

MEASURABLE

1. Assignments (in writing and doing forms on the aspects of syllabus content and outside the syllabus content. Shall be individual and challenging)
2. Student seminars (on topics of the syllabus and related aspects (individual activity)
3. Quiz (on topics where the content can be compiled by smaller aspects and data (Individuals or groups as teams)
4. Field studies (individual observations and recordings as per syllabus content and related areas (Individual or team activity)
5. Study projects (by very small groups of students on selected local real-time problems pertaining to syllabus or related areas. The individual participation and contribution of students shall be ensured (team activity)

GENERAL

Group Discussion

Visit to Software Technology parks / industries

RECOMMENDED CONTINUOUS ASSESSMENT METHODS:

Some of the following suggested assessment methodologies could be adopted;

1. The oral and written examinations (Scheduled and surprise tests),
2. Closed-book and open-book tests,
3. Coding exercises,
4. Practical assignments and laboratory reports,
5. Observation of practical skills,
6. Individual and group project reports,
7. Efficient delivery using seminar presentations,
8. Viva voce interviews.
9. Computerized adaptive testing, literature surveys and evaluations,
10. Peers and self-assessment, outputs form individual and collaborative work

PAPER- II **Marks: 60M**

Model blue print for the model paper and choice

S.NO	Type of Question	To be given in the Question Paper			To be answered		
		No. of Questions	Marks allotted to each question	Total Marks	No. of Questions	Marks allotted to each question	Total Marks
1	Section-A Very Short Questions	**5**	**1**	**5**	**5**	**1**	**5**
2	Section-B Short Questions	**6**	**5**	**30**	**3**	**5**	**15**
3	Section-C Essay Questions	**8**	**10**	**80**	**4**	**10**	**40**
TOTAL		**19**		**115**	**TOTAL MARKS**		**60**

Percentage of choice given = $\frac{115 - 60}{115} \times 100 = \frac{55}{115} \times 100 = 47.82\%$

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- II (W.E.F. 2020-2021)

Course 2C: E- Commerce & Web Designing

PAPER- II **Marks: 60M**

Model Blue print for the question paper setter

Chapter Name	Essay Questions 10 Marks	Short Questions 5 Marks	Very Short Questions 1 Mark	Marks allotted to the chapter
UNIT-I	2	1	1	26
UNIT -II	2	1	1	26
UNIT -III	1	1	1	16
UNIT -IV	2	2	1	31
UNIT -V	1	1	1	16
Total No. of questions	8	6	5	
Total Marks Including choice				115

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Course 2C: E- Commerce & Web Designing

Question Bank

Essay Questions:

UNIT-I

6. Define E-commerce. What are the advantages and disadvantages of E-commerce?
7. Explain about Types of E-Commerce Business Models in detail.
8. Explain about Designing, Building and Launching e-commerce website

UNIT-II

4. Explain about models and methods of e–payments.
5. Write about Digital Signatures.
6. Explain about Online Banking.

UNIT-III

5. What are the advantages and disadvantages of Online Transactions?
6. Discuss about Online Services (Financial, Travel and Career).

UNIT-IV

1. Discuss about structure of HTML document with example program.
2. Explain about Lists and Their Types in HTML.
3. Write about Table Handling in HTML.
4. Explain about Frames in HTML.

UNIT-V

1. Explain about E-Commerce Security in detail.
2. Write about Security Threats in The E-Commerce.

Short Questions:

UNIT-I

1. What are the advantages of E-commerce?
2. Discuss about Applications of E-Commerce.
3. What are the key elements of business model in e commerce?

UNIT-II

1. Discuss briefly about e–payments.
2. Discuss briefly about Electronic Fund Transfer(EFT).
3. What are the Risks Involved in e-payments?

UNIT-III

1. Explain about Online Portal and Online Learning.
2. Discuss about Online Shopping

UNIT-IV

1. Explain about text formatting tags in HTML.
2. Explain about hyperlinks in HTML.
3. Explain about Form Elements in HTML.

UNIT-V

1. Discuss briefly about E-Commerce Security.
2. Write about Encryption Techniques.

Very short Questions:

UNIT-I

1. Define E-commerce.
2. What are the Types of E-Commerce.
3. Define WWW.

UNIT-II

1. Define e–payments.
2. What is Electronic Fund Transfer(EFT)?
3. What is Online Banking?

UNIT-III

1. Define Online Marketing.
2. Write about Online Shopping.

UNIT-IV

1. Define HTML.
2. Write about Anchor tag in HTML.
3. What is DHTML?

UNIT-V

1. Write about hacking.
2. What is Encryption?

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DEPARTMENT OF COMPUTER APPLICATIONS

I B.Com – CA & CECs / Semester- II (W.E.F. 2020-2021)

MODEL PAPER

Course 2C: E- Commerce & Web Designing

Time : 2.30 Hrs. **SEMESTER-I** **Max. Marks: 60**

Section-I

Answer ALL Questions (Very Short answer questions) (5x1 = 5M)

16. Define WWW.
17. Define e–payments.
18. Write about Online Shopping.
19. Define HTML.
20. Write about hacking.

SECTION-II

Answer any 3 Questions (Short answer questions) (3x5 = 15M)

21. Discuss about Applications of E-Commerce.
22. Discuss briefly about Electronic Fund Transfer(EFT).
23. Explain about Online Portal and Online Learning.
24. Explain about text formatting tags in HTML.
25. Explain about hyperlinks in HTML.
26. Write about Encryption Techniques.

SECTION-III

Answer ALL Questions (4x10 = 40M)

27. A) Define E-commerce. What are the advantages and disadvantages of E-commerce? (UNIT-I)

    (OR)

    B) Explain about Types of E-Commerce Business Models in detail. (UNIT-I)

28. A) Explain about models and methods of e–payments. (UNIT-II)

    (OR)

    B) Write about Digital Signatures. (UNIT-II)

29. A) What are the advantages and disadvantages of Online Transactions? (UNIT-III)

    (OR)

    B) Explain about E-Commerce Security in detail. (UNIT-V)

30. A) Discuss about structure of HTML document with example program. (UNIT-IV)

    (OR)

    B) Explain about Lists and Their Types in HTML. (UNIT-IV)

P. R.GOVT. COLLEGE (AUTONOMOUS), KAKINADA

B.Sc./B.Com/B.A

Syllabus under CBCS w.e.f.2020-21

INFORMATION & COMMUNICATION TECHNOLOGY

Semester	Course Code	Course Title	Hours	Credits
II	**Life skill Course**	**INFORMATION & COMMUNICATION TECHNOLOGY**	**30**	**2**

Objectives:

This course aims at acquainting the students with basic ICT tools which help them in their day to day and life as well as in office and research.

Course outcomes: After completion of the course, student will be able to;

1. Understand the literature of social networks and their properties.
2. Explain which network is suitable for whom.
3. Develop skills to use various social networking sites like twitter, flickr, etc.
4. Learn few GOI digital initiatives in higher education.
5. Apply skills to use online forums, docs, spreadsheets, etc for communication, collaboration and research.
6. Get acquainted with internet threats and security mechanisms.

SYLLABUS:

UNIT-I: (08 hrs)

Fundamentals of Internet: What is Internet?, Internet applications,Internet Addressing – Entering a Web Site Address, URL–Components of URL, Searching the Internet, Browser – Types of Browsers,Introduction to Social Networking: Twitter, Tumblr, LinkedIn, Facebook, flickr, Skype, yahoo, YouTube, WhatsApp .

UNIT-II:(08 hrs)

E-mail: Definition of E-mail -Advantages and Disadvantages –User Ids, Passwords, Email Addresses, Domain Names, Mailers, Message Components, MessageComposition, Mail Management.

G-Suite: Google drive, Google documents, Google spread sheets, Google Slides and Google forms.

UNIT-III:(10 hrs)

Overview of Internet security, E-mail threats and secure E-mail, Viruses and antivirus software, Firewalls, Cryptography, Digital signatures, Copyright issues.

What are GOI digital initiatives in higher education? (SWAYAM, SwayamPrabha, National Academic Depository, National Digital Library of India, E-Sodh-Sindhu, Virtual labs, e-acharya, e-Yantra and NPTEL).

RECOMMENDED CO-CURRICULAR ACTIVITIES: (04 hrs)

(Co-curricular activities shall not promote copying from textbook or from others work and shall encourage self/independent and group learning)

1. Assignments(in writing and doing forms on the aspects of syllabus content and outside the syllabus content. Shall be individual and challenging)
2. Student seminars (on topics of the syllabus and related aspects (individual activity))
Quiz and Group Discussion
3. Slip Test
4. Try to solve MCQ's available online.
5. Suggested student hands on activities :
a. Create your accounts for the above social networking sites and explore them, establish a video conference using Skype.
b. Create an Email account for yourself- Send an email with two attachments to another friend. Group the email addresses use address folder.
c. Register for one online course through any of the online learning platforms like NPTEL, SWAYAM, Alison, Codecademy, Coursera. Create a registration form for your college campus placement through Google forms.

Reference Books :

1. In-line/On-line : Fundamentals of the Internet and the World Wide Web, 2/e – by Raymond Greenlaw and Ellen Hepp, Publishers : TMH
2. Internet technology and Web design, ISRD group, TMH.
3. Information Technology – The breaking wave, Dennis P.Curtin, Kim Foley, Kunai Sen and Cathleen Morin, TMH.

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INFORMATION & COMMUNICATION TECHNOLOGY

SEMESTER-III

Time: 2 Hrs
PAPER- II **Marks: 50**

Model blue print for the model paper and choice

S.NO	Type of Question	To be given in the Question Paper			To be answered		
		No. of Questions	Marks allotted to each question	Total Marks	No. of Questions	Marks allotted to each question	Total Marks
1	Section-A Short Questions	**8**	**5**	**40**	**4**	**5**	**20**
2	Section-B Essay Questions	**6**	**10**	**60**	**3**	**10**	**30**
TOTAL MARKS				**100**	**TOTAL MARKS**		**50**

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SEMESTER-III

Time: 2 Hrs **Marks: 50**

Model Blue print for the question paper setter

Chapter Name	Essay Questions 10 Marks	Short Questions 5 Marks	Marks allotted to the chapter
UNIT-I	2	3	35
UNIT-II	2	3	35
UNIT -III	2	2	30
Total No. of questions	6	8	100

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SEMESTER-III

Sub: ICT **Paper: II**
Time: 2 hrs **Marks: 50**

SECTION – A

Answer any FOUR questions the following **4 x 5= 20 M**

1. Discuss briefly about advantages and disadvantages of Internet.
2. Explain about browsers.
3. What is URL? What are the Components of URL?
4. Explain about Email Addresses, Domain Names.
5. Explain about Google spread sheets.
6. Explain about Google forms.
7. What is a Computer Virus? Explain types of viruses.
8. What is Internet security?

SECTION – B

Answer any THREE questions the following **3 x 10= 30 M**

9. What is a Browser? Explain the different types of Browsers?
10. Explain about Social Networking sites with examples.
11. Define E-Mail. What are the advantages and disadvantages of E-mail?
12. Explain the Procedure for composing and sending an E-mail.
13. Discuss about Firewalls, Cryptography, Digital signatures.
14. Explain GOI digital initiatives in higher education.

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QUESTION BANK (W.E.F. 2020-2021)

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INFORMATION & COMMUNICATION TECHNOLOGY

SEMESTER-III

QUESTION BANK

UNIT -I

Short Answer Questions:

1. Discuss briefly about advantages and disadvantages of Internet.
2. Explain about browsers.
3. What is URL? What are the Components of URL?
4. Explain about YouTube, WhatsApp.

Essay Answer Questions:

5. What is Internet? Explain about Internet applications.
6. What is a Browser? Explain the different types of Browsers?
7. Explain about Social Networking sites with examples.

UNIT-II

Short Answer Questions:

1. What are the advantages of E-mail?
2. Explain about Email Addresses, Domain Names.
3. Explain about Google spread sheets.
4. Explain about Google forms.

Essay Answer Questions:

5. Define E-Mail. What are the advantages and disadvantages of E-mail?
6. Explain the Procedure for composing and sending an E-mail.
7. Explain about G-Suite.

UNIT-III

Short Answer Questions:

1. What is a Computer Virus? Explain types of viruses.
2. What is Internet security?
3. Explain about E-mail threats.

Essay Answer Questions:

4. Discuss about Firewalls, Cryptography, Digital signatures.
5. Explain GOI digital initiatives in higher education.