

Department of Commerce

Prof. Rajendra Singh (Rajju Bhaiya) University, Prayagraj

Vocation Course: Computer Application

Credits:03

Course Code: I010016T

MM:100

Course Objective:

- The aim of the course is to build knowledge, understanding Computer Applications among the student.
- The course seeks to give detailed knowledge about the subject matter by instilling them basic ideas about Computer Applications.

Course Outcomes:

The outcome of the course will be as follows –

- To provide knowledge about computer and its application.
- To provide knowledge about components and working on computer.
- To give an overview about software system and Data base management.

UNIT – I

Computer: An Introduction, Computers in Business. Elements of Computer system, Indian computing Environment, Management of data processing systems in Business organizations, Programmes development cycle, flow charting, Input - Output analysis Programming Concept, Software Development process.

UNIT – II

Components of a computer system, Generation of computer and computer languages, personal computers in Business, PC-software Packages, An Introduction to Disk. Operating system and windows, GUI, Other system software's.

UNIT – III

Text Processing, software, Introduction to spreadsheet software, creation of spreadsheet application, Range, formulas, function data base functions in spreadsheet, Graphics on spreadsheet, modes of data processing, Report generation, Presentation graphics, Creating a presentation.

UNIT – IV

Computer software system, software development process, files design & Report design, Data files types, Master & Transaction file. Data Hierarchy & data file structure, Use of files in Programming. Relevance of Data base management system, data base manager, data communication, networking, LAN & WAN, Real Time Sharing, On line & off line processing.

Suggested Reading:

- P. K. Sinha & P.Sinha, Computer Fundamentals, BPB Publication
- V. Rajaraman, Computer Fundamentals, PHI
- Tannenbaum, Computer Applications and Networks
- O' Brien, Management Information Systems