

# **FACULTY OF COMPUTER SCIENCE & IT**

## **SYLLABUS**

**of**

### **COMPUTER FUNDAMENTALS**

**for**

### **B.Com. (Pass) Semester – I**

**(Under Continuous Evaluation System)**

**(12+3 System of Education)**

**Session: 2018-19**



**The Heritage Institution**

**KANYA MAHA VIDYALAYA  
JALANDHAR  
(Autonomous)**

## Scheme of Studies and Examination

### B.Com. (Pass) Semester – I

(Session 2018-19)

| Semester I            |                            |             |             |       |      |    |    |                                |
|-----------------------|----------------------------|-------------|-------------|-------|------|----|----|--------------------------------|
| Course Name           | Program Name               | Course Code | Course Type | Marks |      |    |    | Examination time<br>(in Hours) |
|                       |                            |             |             | Total | Ext. |    | CA |                                |
|                       |                            |             |             |       | L    | P  |    |                                |
| Computer Fundamentals | B.Com. (Pass) Semester – I | BCRM-1127   | C           | 50    | 25   | 15 | 10 | 3+3                            |

**B.Com (Pass) Semester – I  
(Session 2018-19)**

**Course Code: BCRM–1127  
COMPUTER FUNDAMENTALS**

**COURSE OUTCOMES:**

After passing this course the student will be able to:

**CO1:** understand the basic knowledge of computer, its parts and architecture of computer system.

**CO2:** have knowledge of operating system functionality.

**CO3:** use disk operating system commands.

**CO4:** use Batch files in disk operating system for executing multiple commands.

# **B.Com (Pass) Semester – I (Session 2018-19)**

**Course Code: BCRM–1127  
COMPUTER FUNDAMENTALS**

**Time: 3+3 Hours**

**Max. Marks: 50  
Theory: 25  
Practical: 15  
CA: 10**

## **Instructions for Paper Setter -**

Eight questions of equal marks are to set, two in each of the four sections (A-D). Questions of Sections A-D should be set from Units I-IV of the syllabus respectively. Questions may be divided into parts (not exceeding four). Candidates are required to attempt five questions, selecting at least one question from each section. The fifth question may be attempted from any section.

### **UNIT – I**

General Features of Computers, Generations of Computer, Workstation, Mainframe Computer and Supercomputers, Computer Software and Hardware– System

### **UNIT-II**

Computer Applications – Data Processing, Information Processing, Commercial, Office Automation, Industry and Engineering, Healthcare, Education, Graphics and Multimedia.

### **UNIT-III**

Computer memory: primary and secondary memory Secondary storage devices – magnetic and optical media, input and output units – printer, plotter, scanner–OMR, OCR, MICR, Mouse, Keyboard, Modem.

### **UNIT IV**

Application, Service Software, Machine and Assembly Language, High Level Language, Operating System – Basic, Functions and Types, Fundamentals of DOS , internal external commands of DOS, batch files , Booting and its Types.

## **Suggested Readings:**

1. Hunt, R., J. Shelley, Computers and Commonsense, Prentice Hall of India.
2. Sinha, Pradeep K. and Preeti Sinha, Foundation of Computing, BPB Publication.
3. Saxena, Sanjay, A First Course in Computers, Vikas Publishing House.
4. Leon A. & Leon M., Introduction to Computers, Leon Vikas Publications.
5. Leon, Fundamentals of Information Technology, Vikas Publications.
6. Kakkar D.N., Goyal R., Computer Applications in Management, New Age.
7. Basandra S.K., Computers Today, Galgotia.