New Syllabus as per NEP-2020 for 4 Years UG Programme of University of Calcutta

Computer Application

(With PRACTICAL)

University of Calcutta

3rd Semester: Major (Education): EDC/H/SEC/3

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SYLLABUS

UNIVERSITY OF CALCUTTA

3rd Semester: 4 Years Major (Education): EDC/H/SEC/3

COMPUTER APPLICATION

Unit-1: *Computer Basics*

- Introduction to Computer: Evolution of Computer and Generation of Computers.
- Classification of Computers.
- Components of computer system: CPU, Memory, Storage devices, I/O devices,

Unit-2: *Office Tools*

- Concept of file and folder: File Access Method, Data Storage.
- Presentation of tool: Understand the concept of slide shows, basic elements of a slide.
- Computer software, hardware and use of computer in education.

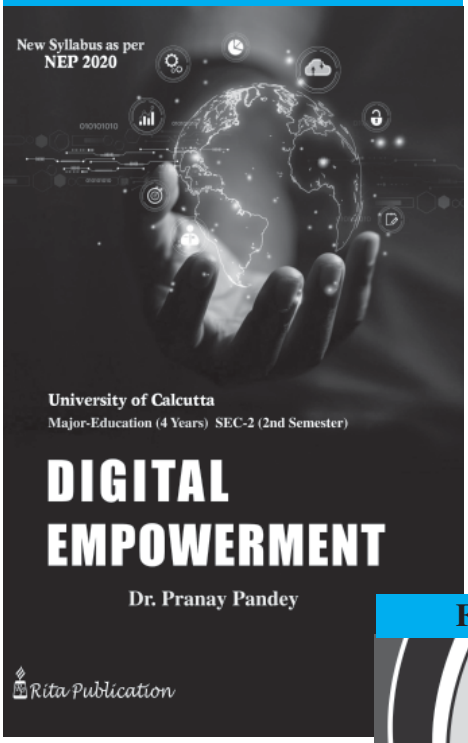
Unit-3: *Cyber Safety*

- Safety browsing the web and using social networks: identity, protection and proper use.
- Cyber stalking and cyber-crimes and cyber ethics.
- Malware: Viruses and adware.

Practical

- Introduction to a word processor: create folder and save a document.
- Edit and format text: Text style (B, I, U), font type, font size, alignment, page number, add bullets and numbering.
- Create presentation.
- Viva voce (based on the presentation).

For Humanities and Language Discipline & B.Mus.



For Science Discipline

University of Calcutta ⋆ NEP-2020
Science Discipline ⋆ 2nd Semester ⋆ SEC-2

Artificial Intelligence

Dr. Pranay Pandey

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