

Subject- Computer & Digital Communication

Code- BVID -405		Credits- T-2, P-4= 4
Course Objective-	1. Understanding the concept of information technology & its scope. 2. Information technology has great influence on all aspects of life, it is essential to expose various aspects of information.	
Learning Outcome-	Develop knowledge, skills, and judgment around human communication that facilitate their ability to work collaboratively with others.	
Course Content Unit – 1	<i>Computer Fundamentals</i> <ul style="list-style-type: none">• Overview to computer system• Characteristics of computer• Types of computer Desktop, Laptop, □ 4 Palmtop, PDAS, Tablet PC	
Unit- 2	Classification of computer <ul style="list-style-type: none">• Super Computer, Mainframe Computer• Mini-Computer, Micro-Computer)• Classification of Hardware, 4 Software and firmware	
Unit – 3	CPU (Inter Process of P.I to P.IV, Parallel processing) <ul style="list-style-type: none">• Mother Board• Memory : Storing information• Memory for organizing data cards.	

<p>Unit - 4</p>	<ul style="list-style-type: none"> • Primary : RAM, ROM, • Registers, Cache) • Secondary : (Magnetic storage device, Diskette Drives, Hard Disk • Tape Drives, Optical Storage Device, Flash drive) • Bits, Bytes, KB, MB, GB, NB
<p>Practical</p>	<p>Microsoft windows (O.S.) :</p> <p>Starting OS, The start Button, Arranging windows, shortcuts, shutting down OS, OS tools, My Computers windows Explorer, copying files, using send to creating, remaking, Moving copying Deleting folder and files.</p> <p>Word Pad: Opening and saving file, editing Documenting and formatting text, Previewing and printing document.</p> <p><i>Paint:</i></p> <p>Opening and saving file, learning of tool Bar, creating and editing a design, color Theory, Mirror, Rotating and flipping the Images.</p> <p>MS - Word: Introduction to word processing, introduction to MS-Word, creating and formatting a document, features of MS-Word, Auto-text and Auto Correct, Grammar and spell check, changing font and type size. Inserting and sizing, graphics, working all the tool bar. Opening and saving a.</p> <p>MS Excel : Document, Printing and previewing a document creating Tables, Auto formatting Tables, finding and Replacing Text</p> <p>Introduction of Electronic spread sheet Introduction of MS Excel creating and formatting a worksheet. Features of MS-Excel Inserting Data into worksheet. Entering formulas and function. Types</p>

of charts, creating Charts, Moving and Sizing Charts, Copying a chart, using AutoFill.

Microsoft-Power Point:

Introduction of presentation program, introduction to Microsoft, Power-point, creating a presentation. Features of power point Auto content wizard, viewing and editing a presentation, Insertion pictures and clip Arts, Opening saving and printing a presentation, creating and enhancing a table, slide layout, modify the slide and title master, Adding transition and Build effect.

Internet:

What is internet History and uses of Internet, connecting of Internet, Dial-up Access and Direct Access, Domains and Address, DNS and IP Address, using the world wide web, Internet Browser and Browsing the web, service on Internet, E-mail services, Search engines, chat services.

Exercise to be done:

Paint for Ex. :

Preparing design for handkerchief, Scarf, Dress Material, Furnishing fabrics, Shirting and Suiting's, Embroidery applique work, Jewelry.

Word for Excel. :

Designing greeting card, visiting card, letter head, poster, advertisement.

Preparing work sheet, graphical representation.

PowerPoint : Presentation based on defects of fabric, Traditional fabrics, traditional sarees, flow charts spinning weaving, carpets, Rugs, fashion designers, fashion show.

**Reference
Books**

Bride M.Whelan, Color Harmony a guide to
creative Color Combinations James Stockton
Vol.1-5 - Designer guide to Color Bhagwat
Gajanan - Arwind Desai Kitab Arts S.V.Bapat
Basic Design & Anthropometry



Head

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