Lesson Plan

Name of the Faculty : **Ms. Gurpreet Bansal (ASSTT. PROFESSOR)**

Discipline : **BBA**

Semester : **1ST**

Subject : **Computer Fundamentals (BBA-113-B)**

Lesson Plan Duration : **15 weeks (from July, 2018 to Dec., 2018)**

Work Load (Lecture/Practical) per week (in hours):Lecture: 3, Practical:2

Week	Theory		Practical	
	Lecture Day	**Topic(including Assignment/Test)**	**Practical Day**	**Topic**
1st	1st	Introduction to Computer: Definition, Characteristics	1	Computer components
	2nd	Generation of Computers,	2	Physical Components of Computer
	3rd	Capabilities and Limitations; Basic Components of a Computer System-Control Unit, ALU, Input/output functions and characteristics		
2nd	4th	Memory: Introduction, Classifications;	3	Types of Memory Hardware
	5th	Storage units	4	Types of Memory Hardware
	6th	Magnetic Disks		
3rd	7th	Optical Disks	5	Searching on the Internet
	8th	Assignment 1 /Test-1	6	Search Engines
	9th	Number Systems: Binary, Decimal, Hexadecimal,		
4th	10th	Number system conversion	7	Viva Based on topics Covered
	11th	Number system conversion	8	Viva Based on topics Covered
	12th	Number system conversion		
5th	13th	ASCII, EBCDIC and Unicode encoding schemes	9	Presentation Based on topics Covered
	14th	Revision / Problem Session	10	Presentation Based on topics Covered
	15th	Test1- Based on Syllabus Covered		
6th	16th	Input, Output units:- Computer Keyboard, Pointing Devices: Mouse, Trackball, Touch Panel, and Joystick,	11	Description and operation of Peripherals

	17th	Light Pen, Scanners, Various types of Monitors	12	Description and operation of Peripherals
	18th	Touch-sensitive screens, Optical Recognition System, Pen based systems, Digitizers,		
7th	19th	MICR, OCR, OMR, Bar-code Reader, digital camera;	13	Description and operation of Printers
	20th	Impact Printers- Daisy Wheel, Dot Matrix, Line Printer, Chain Printer, Comb Printers,	14	Description and operation of Printers
	21st	Non-Impact Printers- Desk Jet Printer, Laser Printer,		
8th	22nd	Thermal Transfer Printer, Barcode Printers, Electro static printers and plotters.	15	Software Lab
	23rd	Assignment-2/ Test-2	16	Types of Software
	24th	Software and its classification		
9th	25th	Introduction to Operating System and its Types	17	OS Basics & Functions
	26th	Functions & Services of OS	18	OS Basics & Functions
	27th	Software and its different Types		
10th	28th	Programming Languages Types and characteristics; Compiler, Interpreter and Assembler;	29	Viva Based on Topics Covered
	29th	Introduction to algorithms	20	Viva Based on Topics Covered
	30th	Introduction to Flow charts		
11th	31st	Exercises Based on Algorithms & Flowcharts	21	Exercises Based on Algorithms & Flowcharts
	32nd	Decision trees: Representation, levels, rules, advantages and limitations	22	Exercises Based on Decision Trees
	33rd	Assignment -3 / Test 3		
12th	34th	Introduction to multimedia: concept	23	Multimedia Description & Tools
	35th	Components of Multimedia	24	Multimedia Description & Tools
	36th	Multimedia- uses and advantages,		
13th	37th	Tools of multimedia,	25	Presentation on Impact of Computers
	38th	Impact of computers on society, education, Business	26	Presentation on Impact of Computers

	39th	Impact of computers on Medical Services, Entertainment		
14th	40th	Health issues in use of computers	27	Group Presentation for Internal assessment
	41st	Privacy issues in use of computers	28	Group Presentation for Internal assessment
	42nd	Test-4		
15th	43rd	Problem session	29	Viva For Internal Assessment
	44th	Problem session	30	Viva For Internal Assessment
	45th	Problem session		

(Ms. Gurpreet Bansal)

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