



Advanced IT
Computer Concepts and Applications

[Ability Enhancement Course]

Semester: I	Credits: 3	Subject Code: C12010	Lectures: 48
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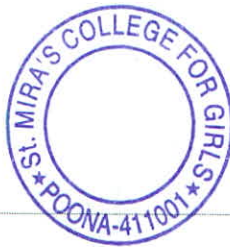
Course Outcomes:

At the end of this course, the learner will be able to:

- List different types of operating system, software, viruses and antivirus
- Illustrate the use of MS WORD, MS ACCESS
- Demonstrate knowledge in setting up a computerized subsidiary books using Tally
- Construct financial statements and maintain data in Tally
- Recognize different types of Networks and Computer Applications in Commerce
- Describe the basic HTML 5 tags and employ the same to construct web page

Unit 1: Introduction to Computer and Operating system	06
<ul style="list-style-type: none">• Introduction to Computer• Computer System Hardware• Definition of Software• Definition of Operating System• Working with Windows Operating System• Introduction to Free and Open Source Software• Definition of Computer Virus, Types of Viruses, Use of Antivirus Software	
Unit 2: Office Automation Tools, Introduction to Tally	16
<ul style="list-style-type: none">• Information Technology: Definition, Benefits of I.T. Applications• Office Automation Tools<ul style="list-style-type: none">○ MS-WORD○ MS-ACCESS• Data Processing: Definition, Data Processing Cycle, Files and Records• Introduction to Tally• Accounting with Tally• Company Creation• Gateway of Tally• Accounts Masters• Account Vouchers• Report Display and Print• Cash / Bank Book• Balance Sheet• End Process	

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<ul style="list-style-type: none"> • New Year Accounts • Data Maintenance 	
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Unit 3: Introduction to Computer Network	08
<ul style="list-style-type: none"> • Introduction to Computer Networking • Computer Network (LAN, WAN, MAN) • Network Components (Hub, Switch, Bridge, Router, Modem) • Network topology, Wireless Network • Overview of WWW • Internet and Internet Application • Overview of World Wide Web • Introduction to Search Engine and Searching Web, Downloading • Introduction to Browsers, Working with E-mail • Introduction to Internet Security • Security, Privacy, Ethical Issues and Cyber Law 	

Unit 4: Computer Applications in Commerce	06
<ul style="list-style-type: none"> • Computer Applications in Business – Need and Scope • E-Commerce <ul style="list-style-type: none"> ○ Definition, main Activities ○ Benefits, Broad goals of E-Commerce ○ Main Components of E-Commerce ○ Functions of E-Commerce 	

Unit 5: Web Technology-I	12
<ul style="list-style-type: none"> • Introduction to HTML 5 • Basic HTML structure • Physical, Logical HTML, Types of Tags, Common HTML Tags • Document, Stand Alone Tags • Text Formatting tags, Adding images • Tables • List tag (Ordered, Un ordered, Definition list) • Audio, Video tags • Form Tag with basic input elements like (textbox, password, checkbox, radio button, submit button, reset buttons) • Demonstration of Client side image mapping with example 	

#12 contact hours for Assignments, Visits, Research, Field Studies, etc.

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Recommended Basic Reading:

- Bapat Gautam and Dr. Kotkar, D. P. *Computer Concepts and Applications*. Nirali Prakashan: Pune; 2019.
- Nandani, Ashok. *Tally ERP.9*. BPB Publication: New Delhi; 2018.
- Tanuk Bhupesh, Nagane Aniket and Balsarf D.D. *Web Technology*. Nirali Prakashan: Pune; 2019.

Recommended Reference Books:

- Sinha, P.K. *Computer Fundamentals*. B.P.B. Publication: New Delhi; 2019.
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- Rajaraman, V. *Fundamentals of Computers*. Prectice Hall: New Delhi; 2007.
- Weveka Peter. *Microsoft Office 2016 for Dummies – Wiley Brand*.
- Holzner Steven. *HTML Black Book*. Dream Tech Press: New Delhi; 2019.

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Advanced IT
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[Ability Enhancement Course]

Semester: II	Credits: 3	Subject Code: C22010	Lectures: 48
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Course Outcomes:

At the end of this course, the learner will be able to:

- Demonstrate simple graphics and the use of CSS in HTML
- Construct webpages and illustrate advanced html tags and input elements
- Design and demonstrate effective presentations using MS Power point
- Apply the formulae, graphs, functions in MS EXCEL
- Demonstrate the application of Taxes on business transactions using Tally
- Explain E-Commerce, M-commerce, EPS system

Unit 1: Web Technology-II	12
<ul style="list-style-type: none">• Cascading Style Sheet<ul style="list-style-type: none">○ CSS with HTML○ Concept of CSS○ Types of CSS○ Border, Font, Text-Decoration properties• Inserting Graphics<ul style="list-style-type: none">○ Circle, Line, Polygon, Rectangle, Animation• Form Tag<ul style="list-style-type: none">○ Advance input elements (tel, date, email, range, color, number, image)○ Input restrictions (min, max, pattern, required, autofocus, disabled, read only, required, multiple)• Anchor Tag<ul style="list-style-type: none">○ Linking with text○ Linking by an image○ Linking to mail• Frame Set Tag<ul style="list-style-type: none">○ Horizontal division○ Vertical division○ Iframe tag• Demonstration of Semantic tag example	
Unit 2: Office Automation Tools	10
<ul style="list-style-type: none">• MS Power Point• MS Excel	

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Unit 3: Tally	16
<ul style="list-style-type: none"> • Basic Invoicing and Inventory <ul style="list-style-type: none"> ○ Introduction to Inventory System ○ Sales Order, Purchase Order ,Invoicing, Invoice Printing ○ Inventory Reports • GST <ul style="list-style-type: none"> ○ GST Activation for the company ○ Stock Group, Item set up for GST ○ GST Activation for Sales, Purchase ledger ○ GST Transaction for Intra State, Inter State ○ GST Reports like GSTRN-1,GSTRN-2 • TDS <ul style="list-style-type: none"> ○ TDS set up for the company ○ TDS nature of payment ○ TDS Ledger account, party ledger account expense ledger ○ TDS Journal , Payment Voucher ○ TDS Challan Printing, TDS reports- FORM26Q • TCS <ul style="list-style-type: none"> ○ TCS Activation ○ TCS Ledger Creation ○ TCS Applicable stock items ○ Sales Invoice Entry, Printing ○ TCS deposit with Government, TCS challan printing 	

Unit 4: Introduction to E-Commerce Tools, E-Marketing	05
<ul style="list-style-type: none"> • E-Commerce - Process • E-Commerce Activities • E-Marketing • E-Customer Relationship Management • Supply Chain Management 	

Unit 5: Introduction to Electronic Payment System, M-Commerce	05
<ul style="list-style-type: none"> • Introduction to EPS • M-Commerce: Definition, Advantages and Disadvantages • Applications of M-Commerce • Mobile Payment System • Difference between E-Commerce and M-Commerce 	

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- Recent trends in I.T.
- Introduction to Cloud Computing, Green Computing, IOT


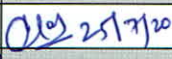

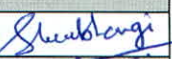

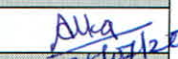


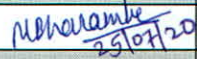


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Faculty	Ms. Swati Pulate	
Faculty	Ms. Alka Kalhapure	
Subject Expert (Outside SPPU)	Prof. Mr. Aniket Nagane	
Subject Expert (Outside SPPU)	Dr. Manisha Divate	
VC Nominee	Dr. Manisha Bharambe	
Industry Expert	Ms. Snehal Biyala	
Alumni	Ms. Mamta Choudharay	

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