#### P. R.GOVT. COLLEGE (AUTONOMOUS), KAKINADA

**B.Sc./B.Com/B.A**

Syllabus under CBCS w.e.f.2024-25

**INFORMATION & COMMUNICATION TECHNOLOGY**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Semester**  | **Course Code**  | **Course Title**  | **Hours**  | **Credits**  |
| **II**  | **Life skill Course**  | **INFORMATION & COMMUNICATION TECHNOLOGY**  | **30**  | **2**  |

**Objectives:**

This course aims at acquainting the students with basic ICT tools which help them in their day to day and life as well as in office and research.

**Course outcomes:** After completion of the course, student will be able to;

1. Understand the literature of social networks and their properties.

2. Explain which network is suitable for whom.

3. Develop skills to use various social networking sites like twitter, flickr, etc.

4. Learn few GOI digital initiatives in higher education.

5. Apply skills to use online forums, docs, spreadsheets, etc for communication, collaboration and research.

6. Get acquainted with internet threats and security mechanisms.

**SYLLABUS:**

**UNIT-I:** (08 hrs)

Fundamentals of Internet: What is Internet?, Internet applications,Internet Addressing –Entering a Web Site Address, URL–Components of URL, Searching the Internet, Browser –Types of Browsers, Introduction to Social Networking: Twitter, Tumblr, LinkedIn, Facebook, flickr, Skype, yahoo, YouTube, WhatsApp .

**UNIT-II:**(08 hrs)

E-mail: Definition of E-mail -Advantages and Disadvantages –User Ids, Passwords, Email Addresses, Domain Names, Mailers, Message Components, MessageComposition, Mail Management.

G-Suite: Google drive, Google documents, Google spread sheets, Google Slides and Google forms.

**UNIT-III**:(10 hrs)

Overview of Internet security, E-mail threats and secure E-mail, Viruses and antivirus software, Firewalls, Cryptography, Digital signatures, Copyright issues.

What are GOI digital initiatives in higher education? (SWAYAM, SwayamPrabha, National Academic Depository, National Digital Library of India, E-Sodh-Sindhu, Virtual labs, e-acharya, e-Yantra and NPTEL).

**RECOMMENDED CO-CURRICULAR ACTIVITIES:** (04 hrs)

(Co-curricular activities shall not promote copying from textbook or from others work and shall encourage self/independent and group learning)

1. Assignments(in writing and doing forms on the aspects of syllabus content and outside the syllabus content. Shall be individual and challenging)

2. Student seminars (on topics of the syllabus and related aspects (individual activity))

 Quiz and Group Discussion

3. Slip Test

4. Try to solve MCQ’s available online.

5. Suggested student hands on activities :

a. Create your accounts for the above social networking sites and explore them, establish a video conference using Skype.

b. Create an Email account for yourself- Send an email with two attachments to another friend. Group the email addresses use address folder.

c. Register for one online course through any of the online learning platforms like NPTEL, SWAYAM, Alison, Codecademy, Coursera. Create a registration form for your college campus placement through Google forms.

**Reference Books :**

1. In-line/On-line : Fundamentals of the Internet and the World Wide Web, 2/e – by Raymond Greenlaw and Ellen Hepp, Publishers : TMH

2. Internet technology and Web design, ISRD group, TMH.

3. Information Technology – The breaking wave, Dennis P.Curtin, Kim Foley, Kunai Sen and Cathleen Morin, TMH.

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#### MODEL BLUE PRINT (W.E.F. 2020-2021)

**B.Sc./B.Com/B.A**

**INFORMATION & COMMUNICATION TECHNOLOGY**

**SEMESTER-II**

**Time: 2 Hrs**

**PAPER- II Marks: 50**

**Model blue print for the model paper and choice**

|  |  |  |  |
| --- | --- | --- | --- |
| **S.NO** | **Type of Question** | **To be given in the Question Paper** | **To be answered** |
| **No. of Questions** | **Marks allotted to each question** | **Total Marks** | **No. of Questions** | **Marks allotted to each question** | **Total Marks** |
| 1 | Section-AShort Questions | **8** | **5** | **40** | **4** | **5** | **20** |
| 2 | Section-BEssay Questions | **6** | **10** | **60** | **3** | **10** | **30** |
| **TOTAL MARKS** | **100** | **TOTAL MARKS** | **50** |

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**SEMESTER-II**

**Time: 2 Hrs Marks: 50**

**Model Blue print for the question paper setter**

|  |  |  |  |
| --- | --- | --- | --- |
| **Chapter Name** | **Essay Questions****10 Marks** | **Short Questions****5 Marks** | **Marks allotted to the chapter** |
| **UNIT-I** | **2** | **3** | **35** |
| **UNIT-II** | **2** | **3** | **35** |
| **UNIT -III** | **2** | **2** | **30** |
| **Total No. of questions** | **6** | **8** | **100** |

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**MODEL PAPER (W.E.F 2020-21)**

**B.Sc./B.Com/B.A**

**INFORMATION & COMMUNICATION TECHNOLOGY**

**SEMESTER-II**

**Sub: ICT Paper: II**

**Time: 2 hrs Marks: 50**

**SECTION – A**

**Answer any FOUR questions the following 4 x 5= 20 M**

1. Discuss briefly about advantages and disadvantages of Internet.
2. Explain about browsers.
3. What is URL? What are the Components of URL?
4. Explain about Email Addresses, Domain Names.
5. Explain about Google spread sheets.
6. Explain about Google forms.
7. What is a Computer Virus? Explain types of viruses.
8. What is Internet security?

**SECTION – B**

**Answer any THREE questions the following 3 x 10= 30 M**

1. What is a Browser? Explain the different types of Browsers?
2. Explain about Social Networking sites with examples.
3. Define E-Mail. What are the advantages and disadvantages of E-mail?
4. Explain the Procedure for composing and sending an E-mail.
5. Discuss about Firewalls, Cryptography, Digital signatures.
6. Explain GOI digital initiatives in higher education.

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#### QUESTION BANK (W.E.F. 2020-2021)

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**INFORMATION & COMMUNICATION TECHNOLOGY**

**SEMESTER-II**

**QUESTION BANK**

**UNIT -I**

**Short Answer Questions:**

1. Discuss briefly about advantages and disadvantages of Internet.
2. Explain about browsers.
3. What is URL? What are the Components of URL?
4. Explain about YouTube, WhatsApp.

**Essay Answer Questions:**

1. What is Internet? Explain about Internet applications.
2. What is a Browser? Explain the different types of Browsers?
3. Explain about Social Networking sites with examples.

**UNIT-II**

**Short Answer Questions:**

1. What are the advantages of E-mail?
2. Explain about Email Addresses, Domain Names.
3. Explain about Google spread sheets.
4. Explain about Google forms.

**Essay Answer Questions:**

1. Define E-Mail. What are the advantages and disadvantages of E-mail?
2. Explain the Procedure for composing and sending an E-mail.
3. Explain about G-Suite.

**UNIT-III**

**Short Answer Questions:**

1. What is a Computer Virus? Explain types of viruses.
2. What is Internet security?
3. Explain about E-mail threats.

**Essay Answer Questions:**

1. Discuss about Firewalls, Cryptography, Digital signatures.
2. Explain GOI digital initiatives in higher education.