

UNIT-I

Brief history of development of computers, Computer system concepts, Computer system characteristics, Capabilities and limitations, Types of computers Generations of computers, Personal Computer (PCs)- evolution of PCs, configurations of PCs- Pentium and Newer, PCs specifications and main characteristics. Basic components of a computer system - Control unit, ALU, Input/Output functions and characteristics, memory - RAM, ROM, EPROM, PROM and other types of memory.

UNIT-II

Input/Output & Storage Units:-Keyboard, Mouse, Trackball, Joystick, Digitizing tablet, Scanners, Digital Camera, MICR, OCR, OMR, Bar-code Reader, Voice Recognition, Light pen, Touch Screen, Monitors - characteristics and types of monitor -Digital, Analog, Size, Resolution, Refresh Rate, Interlaced / Non Interlaced, Dot Pitch, Video Standard - VGA, SVGA, XGA etc, Printers& types - Daisy wheel, Dot Matrix, Inkjet, Laser, Line Printer, Plotter; Sound Card and Speakers, Storage fundamentals - Primary Vs Secondary Data Storage and Retrieval methods - Sequential, Direct and Index Sequential, SIMM, Various Storage Devices - Magnetic Tape, Magnetic Disks, Cartridge Tape, Hard Disk Drives, Floppy Disks (Winchester Disk), Optical Disks, CD, VCD, CD-R, CD-RW, Zip Drive, flash drives Video Disk , Blue Ray Disc, SD/MMC Memory cards. Physical structure of floppy & hard disk, drive naming conventions in PC. DVD, DVD-RW.

UNIT-III

Software and its Need, Types of Software - System software, Application software, Operating System, Utility Program, Programming languages, Assemblers, Compilers and Interpreter, Introduction to operating system for PCs-DOS Windows, Linux, File Allocation Table (FAT & FAT 32), files & directory structure and its naming rules, booting process details of DOS and Windows, DOS system files Programming languages- Machine, Assembly, High Level, 4GL, their merits and demerits, Application Software and its

types - Word-processing, Spreadsheets, Presentation Graphics, Data Base Management Software, characteristics, Uses and examples and area of applications of each of them, Virus working principles, Types of viruses, virus detection and prevention, viruses on network.

UNIT-IV

Use of communication and IT, Communication Process, Communication types- Simplex, Half Duplex, Full Duplex, Communication Protocols, Communication Channels - Twisted, Coaxial, Fiber Optic, Serial and Parallel Communication, Modem - Working and characteristics, Types of network Connections - Dialup, Leased Lines, ISDN, DSL, RF, Broad band, Types of Network - LAN, WAN, MAN, Internet, VPN etc., Topologies of LAN - Ring, Bus, Star, Mesh and Tree topologies, Components of LAN -Media, NIC, NOS, Bridges, HUB, Routers, Repeater and Gateways.

UNIT-V

Computer Applications in Business-Need and Scope, Computer Applications in Project Management, Computer in Personnel Administration, Information System for Accounting-Cost and Budgetary Control, Marketing and Manufacturing, Computer Applications in Materials Management, Insurance and Stock-broking, Production planning and Control, Purchasing, Banking, Credit and Collection, Warehousing. Use of computers in common public services and e-governance.

Text & Reference Books :

- Anurag Seetha, "Introduction to Computers and Information Technology", Ram Prasad & Sons, Bhopal.
- S.K.Basandra, "Computers Today", Galgotia Publications.
- Alexis Leon & Mathews Leon, "Fundamentals of Information technology", Vikas Publishing House, New Delhi.