Sub Committee for Curriculum Development

Name of Institute: Symbiosis School for Liberal Arts

Course Name: Core- Computer Fundamentals & Application – Introduction to Computers

(UG/PG): **UG**

Number of Credits: **4** (60 hours)

Level: **1**

Course Description:

Computer Fundamentals and Application is a core subject that aims at helping students gain a deeper understanding of the basic structure and functions of the computers we use today, along with essential applications, such as MS Office. It also seeks to illustrate the power of the internet and its far-reaching practical applications in the fields of e-commerce, mobile technology, and cyber security. The objective of this course is to give students the ability to easily work their way around a computer, and to be capable of easily handling basic applications and softwares.

A variety of topics is covered in this course. These topics include an introduction to computers, Windows, MS-Word, MS-Excel, MS-PowerPoint, DBMS concepts, browsing the internet, e-commerce, ERP concepts, mobile technology and cyber security. Through both theory based and practical tests, students will be tested on their knowledge of the topics, along with their ability to think on their feet and perform the tasks given to them.