



**PSGR
Krishnammal College for Women**



DEPARTMENT OF B.COM (CA)

**CHOICE BASED CREDIT SYSTEM (CBCS) &
LEARNING OUTCOMES- BASED CURRICULAR FRAMEWORK (LOCF)**

BACHELOR OF COMMERCE WITH COMPUTER APPLICATIONS

2023 – 2026 BATCH



PROGRAMME LEARNING OUTCOMES (PLO's)

After completion of the programme, the student will be able to

- PLO1:** Acquire knowledge and skills specific to Accounting, finance, taxation, marketing and computer applications to contribute towards innovative business and environment sustainability.
- PLO2:** Assess the scope of commerce, computer applications and other relevant professional courses (CA, CMA, ACS, ACCA) for inter disciplinary and Trans disciplinary studies
- PLO3:** Imbibe new opportunities in emerging technologies including conceptual and creative thinking as an entrepreneur.
- PLO4:** Nurture employability skills in all areas of business by equipping themselves as a leader in different sectors of commerce and information technology
- PLO5:** Get transformed into an empowered individual with ethical standards and moral values in societal and professional lives.

PROGRAMME SPECIFIC OUTCOME (PSO's)

The students at the time of graduation will

- PSO1:** Apply the knowledge and skills learnt in this programme towards the industrial scenarios of the real world.
- PSO2:** Apply the knowledge and skills gained in computer application software to meet the technological and creative requirements of the industry.
- PSO3:** Follow ethical values and principles as a responsible citizen and contribute towards society's development.



BACHELOR OF COMMERCE WITH COMPUTER APPLICATIONS
2023-2026 BATCH

Sem	Part	Subject Code	Title of the Paper	Course Type	Instruction hours/week	Contact hours	Tutorial	Duration of Examination	Examination Marks			Credits
									CA	ESE	TOTAL	
I	I	TAM2301A/ HIN2301A/ FRE2301A	Language I – Tamil Paper I/ Hindi Paper I/ French Paper I	Language	4	58	2	3	25	75	100	3
	II	ENG2301A	English Paper I	English	4	58	2	3	25	75	100	3
	III	CM23C01	Principles of Accounting	CC	5	73	2	3	25	75	100	3
	III	BP23C02	E-business Applications	CC	5	73	2	3	25	75	100	3
	III	TH23A07	Allied-Mathematics for Commerce	GE	6	88	2	3	25	75	100	4
	III	BP23CP1	Computer Application Practical I – Office Package	CC	4	60	-	3	15	35	50	2
	IV	NME23B1/ NME23A1	Foundation Course Basic Tamil I/ Advanced Tamil I	AEC	2	28	2	-	100	-	100	2
	NME23ES	Foundation Course Introduction to Entrepreneurship	AEC	2	30	-	-	100	-	100		

CC – Core Courses

GE – Generic Elective

AEC – Ability Enhancing Course

CA – Continuous Assessment

ESE–End Semester Examination

Examination System

One test for continuous assessment will be conducted on pre-determined dates i.e., commencing on the 50th day from the date of reopening. The Model exam will be conducted after completing 85th working days. Marks for ESE and CA with reference to the maximum for the courses will be as follows

23-24 Batch onwards

CA Question Paper Pattern and distribution of marks UGLanguage and English

Section A	5 x 1 (No choice)	:	5 Marks
Section B	4 x 5 (4 out of 6)	:	20 Marks (250 words)
Section C	2 x 10 (2 out of 3)	:	20 Marks (500 words)
Total :			45

Marks UG- Core and Allied - (First 3 Units)

CA Question from each unit comprising of

One question with a weightage of 2 Marks : $2 \times 3 = 6$

One question with a weightage of 5 Marks

(Internal Choice at the same CLO level) : $5 \times 3 = 15$

One question with a weightage of 8 Marks

(Internal Choice at the same CLO level) : $8 \times 3 = 24$

Total : 45 Marks

End Semester Examination – Question Paper Pattern and Distribution of Marks

Language and English – UG

Section A	10 x 1 (10 out of 12)	:	10 Marks
Section B	5 x 5 (5 out of 7)	:	25 Marks (250 words)
Section C	4 x 10 (4 out of 6)	:	40 Marks (600 - 700 words)
Total			: 75 Marks

UG - Core and Allied courses:

ESE Question Paper Pattern: 5 x 15 = 75 Marks

Question from each unit comprising of

One question with a weightage of 2 Marks: $2 \times 5 = 10$

One question with a weightage of 5 Marks

(Internal Choice at the same CLO level): $5 \times 5 = 25$

One question with a weightage of 8 Marks

(Internal Choice at the same CLO level): $8 \times 5 = 40$

ESE Question Paper Pattern : (for Accounts Paper) 5 x 15 = 75 Marks

Question from each unit comprising of

One question with a weightage of 2 Marks : $2 \times 5 = 10$

One question with a weightage of 5 Marks : $5 \times 5 = 25$

One question with a weightage of 8 Marks

(Internal Choice at the same CLO level) : $8 \times 5 = 40$

Continuous Internal Assessment Pattern Theory

I Year UG (23 Batch)

CIA Test	:	5 marks (conducted for 45 marks after 50 days)
Model Exam	:	7 marks (Conducted for 75 marks after 85 days (Each Unit 15 Marks))
Seminar/Assignment/Quiz	:	5 marksClass
Participation	:	5 marks
Attendance	:	3 marks
Total	:	25 Marks

Part IV

Introduction to Entrepreneurship / Women Studies / Value education / Environmental Studies / Design Thinking

Quiz : 50 marks

Assignment : 25marks

Project / Case study : 25 marks

Total : 100 Marks

MAPPING OF PLOs WITH CLOs

COURSE	PROGRAMME OUTCOMES				
	PLO1	PLO2	PLO3	PLO4	PLO5
COURSE – CM23C01					
CLO1	S	M	S	M	S
CLO2	S	M	S	M	M
CLO3	S	M	M	M	M
CLO4	S	M	S	M	S
COURSE – BP23C02					
CLO1	S	S	S	S	S
CLO2	S	S	S	S	S
CLO3	S	S	S	M	S
CLO4	S	S	M	S	S
COURSE –BP23CP1					
CLO1	S	S	S	S	M
CLO2	S	S	S	L	M
CLO3	S	S	S	S	M
CLO4	S	S	S	S	M

COURSE NUMBER	COURSE NAME	CATEGORY	L	T	P	CREDIT
CM23C01	PRINCIPLES OF ACCOUNTING	THEORY	73	2	-	3

Preamble

To enable the students to apply the conceptual principles and to develop an expertise in handling accounts of business entities and the consolidation of accounts through appropriate accounting techniques and policies.

Prerequisite

- Basic Knowledge in Financial Statements

Course Learning Outcomes

On the successful completion of the course, students will be able to

CLOs	CLO Statement	Knowledge Level
CLO1	Define the concepts and conventions in accounting.	K1
CLO2	Interpret accounting statement using basic concepts.	K2
CLO3	Apply the procedures of recording transactions and preparation of Reports.	K3
CLO4	Articulate the accounting concepts to interpret the performance of a Firm.	K4

Mapping with Programme Learning Outcomes

CLOs	PLO1	PLO2	PLO3	PLO4	PLO5
CLO1	S	M	S	M	S
CLO2	S	M	S	M	M
CLO3	S	M	M	M	M
CLO4	S	M	S	M	S

S- Strong; M-Medium; L-Low

Syllabus

PRINCIPLES OF ACCOUNTING-CM23C01

Unit I (14 Hrs)

Basic Accounting Concepts (AS-1) - Rectification of errors - Final Accounts - Bank Reconciliation Statement.

Unit II (14 Hrs)

Average due date - Bills of exchange (trade bills only) - Joint Venture (AS-27).

Unit III (15 Hrs)

Departmental Accounts - Basis for allocation of expenses. Branch Accounts (Dependent Branches - Debtors and Stock & Debtors System - Independent Branches only).

Unit IV (15 Hrs)

Hire purchase Accounts: Default and Repossession - Hire purchase Trading Account - Installment purchase system.

Unit V (15 Hrs)

Depreciation (excluding change in method of depreciation) - Investment Account (AS-13).

Text Book

S. No	Authors	Title	Publishers	Year of Publication
1.	Reddy T S & A Murthy	Financial Accounting	Margham Publications	Reprint 2021

Reference Books

S. No	Authors	Title	Publishers	Year of Publication
1.	RL Gupta & Radhasamy	Advanced Accountancy (Vol I)	Sultan Chand & Sons.	2018, 13 th ed.
2.	Jain S.P & Narang K.L	Principles of Accountancy	Kalyani Publishers	2018
3.	MC Shukla, T.S. Grewal & S.C. Gupta	Advanced Accountancy	S. Chand & sons	2016

Skill Components

- Identifying concepts and conventions adopted by a firm in their financial statement.
- Prepare a Bank Reconciliation Statement for the business concern.
- Study a firm's financial statement and present a report on the accounting policies followed.
- To calculate the due date and amount on discounting of bills for a firm.
- Analyzing the financial statement of a hire purchase company and present a report on the collection system.
- Analyse the treatment of depreciation for different firms.

Pedagogy

Lecture through power point presentations, Discussion, Assignment, Quiz, and Seminar

Contents and Presentation Schedule

Module No.	Topic	No. of periods	Content delivery method	Participatory learning	CLO
UNIT I					
1	Introduction, Basic Accounting Concepts	1	Talk & Chalk	Interaction and Discussion	CLO1
2	Introduction, Stages and types of errors,	1	Talk & Chalk	Interaction and Discussion	CLO1 CLO2
3	Effect of rectification on Net Profit, Suspense Account and Rectification of Errors During a Subsequent Accounting Period	3	Solving Problems		CLO2 CLO3
4	Preparation of Final Accounts, Suspense account, Final accounts with advanced adjustment entries	4	Solving Problems		CLO3 CLO4
5	Causes for Difference between cash book and pass book, Methods of preparation of Bank Reconciliation Statement	1	Talk & Chalk		CLO1 CLO2

6	Bank balance to be shown in Balance Sheet, Adjustments in cash book	4	Solving Problems	Assignment	CLO2 CLO3 CLO4
UNIT II					
7	Average due Date -Meaning, practical uses & determination of due date	1	Talk &Chalk		CLO1 CLO2
8	Average due date as basis for Calculation of interest, Drawings	2	Solving Problems		CLO3 CLO4
9	Bills of exchange - Introduction	1	Talk &Chalk		CLO1
10	Discounting of bill with a bank	1	Solving Problems		CLO2 CLO3
11	Endorsement of a bill	1	Solving Problems		CLO3
12	Sending a bill to bank for collection, Renewal of bill	1	Solving Problems		CLO3
13	Retirement of bills of exchange, Insolvency of Acceptor	1	Solving Problems		CLO3
14	Joint Venture- meaning, Introduction, Importance	2	Talk & chalk	Interaction and Discussion	CLO1 CLO2
15	Accounting for Joint Venture, Complete record method, Partial record method	4	Solving Problems	Assignment	CLO3 CLO4
UNIT III					
16	Departmental Accounts – Basis for allocation of expenses.	3	Talk & Chalk, Solving Problems		CLO1 CLO2
17	Branch accounts – meaning, objectives, types & features , Debtors system – Cost Price Method	2	Talk & Chalk	Group Discussion	CLO1
18	Debtors System – Invoice price method	4	Solving Problems		CLO3 CLO4
19	Stock & debtors system - Cost Price Method, Invoice Price Method	3	Solving Problems		CLO4
20	Independent Branch	3	Solving Problems		CLO3 CLO4
UNIT IV					
21	Hire purchase Accounts – Introduction, Hire purchase system	1	Talk & Chalk		CLO1 CLO2
22	Calculation of Interest	2	Solving Problems		CLO2

23	Accounting treatment in the books of hirer & hire vendor	1	Talk & Chalk		CLO3
24	Default and repossession – Complete Repossession	2	Solving Problems		CLO3 CLO4
25	Partial repossession	2		Activity based Learning	CLO4
26	Hire purchase trading account – debtors System	1	Solving Problems		CLO1 CLO4
27	Hire purchase trading account – Stock & debtors system	2	Solving Problems		CLO3 CLO4
28	Instalment Purchase System – Introduction -features	1	Solving Problems		CLO1 CLO2
29	Differences between hire purchase system and instalment system	1	Solving Problems		CLO3 CLO4
30	Accounting Treatment in the books of buyer	1	Solving Problems		CLO3 CLO4
31	Accounting Treatment in the books of vendor	1	Solving Problems		CLO3
UNIT V					
32	Depreciation – Introduction, Meaning -Definition	1		Seminar	CLO1
33	Causes of depreciation, features, Objectives & necessity for providing Depreciation	1		Seminar, Assignment	CLO1 CLO2
34	Methods of recording depreciation – Straight line method	1	Solving Problems		CLO3 CLO4
35	Diminishing value method	2	Solving Problems		CLO3 CLO4
36	Annuity method ,Sinking fund method	2	Solving Problems		CLO3 CLO4
37	Insurance policy & revaluation method	1	Solving Problems		CLO3 CLO4
38	Depletion & Machine hour method	1		Seminar	CLO3 CLO4
39	Investment accounts – Introduction, Types of securities	1	Solving Problems	Interaction and Discussion	CLO1
40	Calculation of cum-interest	2	Solving Problems		CLO2
41	Calculation of ex-interest	2	Solving Problems		CLO2

42	Investment in equity & rights	1	Solving Problems		CLO2 CLO3
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Course Designers

1. Dr. S. Sujatha, Department of Commerce
2. Dr. G. Indrani, Department of Commerce

COURSE NUMBER	COURSE NAME	CATEGORY	L	T	P	CREDIT
BP23C02	E-BUSINESS APPLICATIONS	THEORY	73	2	-	3

Preamble

To enable the students

- To understand about the fundamentals of computers and programming languages
- To provide in-depth understanding about Computer based Information system
- To impart knowledge about E-Commerce working models

Prerequisite

- Basic Knowledge in E-commerce

Course Learning Outcomes

On the successful completion of the course, students will be able to

CLO Number	CLO Statement	Knowledge Level
CLO1	Define the fundamental concepts of computer applications, Programming languages and functioning of various types of e-Business models	K1
CLO2	Explain the basics of E-Commerce, features, needs and the role of computer application in a bridging e-Business technology, E-tailing.	K2
CLO3	Develop and interpret the technical framework required for an e-Business, E-commerce in Internet, Ethics in E-commerce.	K3
CLO4	Analyze e-Business strategies, business transformation process and applications relevant to industry 4.0, E-banking and Threats in Computer System.	K4

Mapping with Programme Outcomes

CLOs	PLO1	PLO2	PLO3	PLO4	PLO5
CLO1	S	S	S	S	M
CLO2	S	S	S	S	S
CLO3	S	M	S	S	M
CLO4	S	S	M	S	M

S- Strong; M-Medium; L-Low

SYLLABUS

E-BUSINESS APPLICATIONS – BP23C02 (73 Hrs)

UNIT I

(14 Hrs)

*Computer- Characteristics- Importance – *Computer applications in various areas of Business – General applications of computers in various fields*. Data and Information –Data processing – *Steps of data processing*. Programming Language - Machine language, Assembly language, High Level Languages - Programming tools- Steps in developing a computer Program - Computer networks- Features-Network Structure-*Types of networks*-*Multimedia tools**

UNIT II

(15 Hrs)

*Introduction to E-Commerce-Defining E-Commerce-Features, Importance, Objectives of E-commerce-E-Commerce industry framework-*Types of E-Commerce-Levels*- Need for E-commerce-Applications of E-Commerce-*Challenges in E-Commerce application*-E-Commerce and E-Business-*Future of E-Commerce* - EDI- Features of EDI- Introduction to cloud and grid computing-Android applications. E-tailing: Traditional retailing and e retailing, Benefits of e retailing, *Models of e retailing, Features of e retailing*.*

UNIT III

(15 Hrs)

*E-commerce over the Internet-Concept of networking-Advantages of networking-*classification of networking*. Electronic payment methods-overview of EPS-*modes of E-payment*. Ethics in E-Commerce Issues in E Commerce Understanding Ethical,*

Social and Political issues in E-Commerce: A model for Organizing the issues, ***Basic Ethical Concepts, Analyzing Ethical Dilemmas***, Candidate Ethical principles Privacy and Information Rights: ***Information collected at E-Commerce Websites***

UNIT-IV

(15 Hrs)

E-Banking: Introduction Concepts and Meaning-Need for computerization-Electronic delivery channels-Automated teller machine - ***Electronic Fund Transfer – Uses***-Computerization in clearing houses-Tele banking- Computer bank branches- ***E-Cheque-MICR Cheque***-e-Banking in India. *Threats in Computer Systems*: Virus, Cyber Crime Network Security: Encryption, Protecting Web server with a Firewall, ***Firewall and the Security Policy***, Network Firewalls and Application Firewalls, ***Proxy Server***

UNIT-V

(14 Hrs)

E-Business communication-Importance of E-Technology Introduction to Industry 4.0 - ***Need – Reasons for Adopting Industry 4.0*** - Definition – Goals and Design Principles - Technologies of Industry 4.0- Skills required for Industry 4.0- ***Advancements in Industry 4.0*** – Impact of Industry 4.0 on Society, Business, Government and People - ***Introduction to 5.0.***

Text Books

S.No	Author Name	Book Name	Publisher	Year and edition
1.	R. Saravana Kumar, R. Parameswaran T. Jayalakshmi(unitI)	A text book of Information Technology	S. Chand & Co ltd New Delhi	16 th Edition 2016
2.	Rayudu C.S (unit II- V)	E Commerce – E-Business	Himalaya Publishing House.	1 st Edition2015
3	Whitley, David	e-Commerce Strategy, Technologies &Applications.	Tata McGraw Hill.	Indian Edition 2017.
4.	P. Kaliraj, T.Devi	Industry 4.0	Bharathiar University	Edition 2020

Reference Books

S.No	Author Name	Book Name	Publisher	Year and edition
1.	Joseph PT,	E Commerce, an Indian Perspective	Margham Publications	5 th Edition 2015
2.	Murthy CSV	E Commerce – Concepts, Models, Strategies	Himalaya Publishing House.	1 st Edition 2016

Skill Components

Prepare a record for the following Topics

1. Banking Procedure (Direct and Online Banking): Account Opening form, Demand Draft, Cheque, Withdrawal
2. Educational Loan
3. Permanent Account Number
4. Online Reservation
5. Insurance: Application
6. Online Money Transfer
7. Online Ration Card
8. Online Aadhar Card
9. Online Voter ID
10. Online Passport

Pedagogy

Lecture through power point presentations, Discussion, Assignment, Quiz, and Seminar

Contents and Presentation Schedule

Sl. No	Lecture	Topic	Contents	Activity	CLOs
Unit – I(14 Hrs)					
1	1-2	Computer-Characteristics-Importance	Lecture, PPT	Group Discussion	CLO1
2	3-4	Computer applications in	https://digitalworld839.com/computer-	Quiz	CLO1, CLO2

Sl. No	Lecture	Topic	Contents	Activity	CLOs
		various areas of Business – General applications of computers in various fields (Online Learning)	application-in-business/ https://www.ebhor.com/ applications-of-computer/		
3	5	Data and Information –Data processing	Lecture, PPT	Group Discussion	CLO1, CLO2
4	6-7	Steps of data processing(Online Learning)	https://www.simplilearn.com/what-is-data-processing-article	Quiz	CLO1, CLO2
5	8-9	Programming Language - Machine language, Assembly language, High Level Languages	Lecture, PPT	Chain Notes	CLO1, CLO2
6	10-11	Programming tools-Steps in developing a computer Program	Lecture, PPT	Idea Line Up	CLO1, CLO3
7	12	Computer networks- Features- Network Structure	Lecture, PPT	Quesdiscussion	CLO1, CLO3
8	13	Types of networks(Online Learning)	https://www.javatpoint.com/types-of-computer-network	Quiz	CLO1, CLO3
9	14	Multimedia tools(Online Learning)	https://mppolytechnic.ac.in/mpstaff/notes_upload_photo/CS6491FlashtoolUNIT-5.pdf	Quiz	CLO1, CLO4
Unit – II(15 Hrs)					
10	15-16	Defining E-Commerce-Features, Importance,	Lecture, PPT	Group Discussion	CLO1, CLO3

Sl. No	Lecture	Topic	Contents	Activity	CLOs
		Objectives of E-commerce			
11	17	E-Commerce industry framework	Lecture, PPT	Group Discussion	CLO3, CLO4
12	18-19	Types of E-Commerce-Levels(Online Learning)	https://www.indiafiling.com/learn/types-of-e-commerce/	Quiz	CLO3, CLO4
13	20	Need for E-commerce-Applications of E-Commerce	Lecture, PPT	Group Discussion	CLO1, CLO2, CLO3, CLO4
14	21	Challenges in E-Commerce application(Online Learning)	https://www.zoho.com/en-au/tech-talk/ecommerce-challenges.html	Quiz	CLO1, CLO2, CLO3, CLO4
15	22	E-Commerce and E-Business-Future of E-Commerce (Online Learning)	https://www.forbes.com/sites/forbesmarketplace/2023/03/21/the-future-of-e-commerce-trends-to-watch-in-2023/?sh=4d37c4a4631e	Quiz	CLO2, CLO4
16	23-24	EDI- Features of EDI	Lecture, PPT	Quescussion	CLO1, CLO3, CLO4
17	25-26	Introduction to cloud and grid computing	Lecture, PPT	Seminar	CLO1, CLO2
18	27-28	Traditional retailing and e retailing, Benefits of e retailing	Lecture, PPT	Chain Note	CLO1, CLO2
19	29	Models of e retailing, Features	https://slideplayer.com/amp/2476157/	Quiz	CLO2,

Sl. No	Lecture	Topic	Contents	Activity	CLOs
		of e retailing(Online Learning)			CLO3
Unit – III(15 Hrs)					
20	30-31	E-commerce over the Internet, Concept of networking	Lecture, PPT	Group Discussion	CLO1, CLO2, CLO3
21	32	Advantages of networking	Lecture, PPT	Group Discussion	CLO2, CLO3
22	33-34	Classification Of Networking(Online Learning)	https://www.ibm.com/topics/networking	Quiz	CLO2, CLO3
23	35-36	Electronic payment methods, Overview Of EPS	Lecture, PPT	Group Discussion	CLO3, CLO4
24	37-38	Modes of E-Payment(Online Learning)	https://in.worldline.com/blog/a-comprehensive-list-of-ecommerce-payment-systems https://sell.amazon.in/seller-blog/different-types-of-e-commerce-payment-systems	Quiz	CLO3, CLO4
25	39-40	A model for Organizing the issues	Lecture, PPT	Group Discussion	CLO3, CLO4
26	41	Basic Ethical Concepts	Lecture, PPT	Group Discussion	CLO3, CLO4
27	42	Analyzing Ethical Dilemmas(Online Learning)	https://debutify.com/blog/ethical-issues-in-ecommerce-9-biggest-problems-you-need-to-know-and-avoid/ https://www.youtube.c	Quiz	CLO4, CLO3

Sl. No	Lecture	Topic	Contents	Activity	CLOs
			<u>om/watch?v=b-cKp7XxG4</u>		
28	43-44	Information collected at E-Commerce Websites(Online Learning)	<u>https://recostream.com/blog/customer-data-ecommerce</u> <u>https://www.thecommerceshop.com/blog/customer-data-and-ecommerce-how-important-is-it/</u>	Quiz	CLO3, CLO4
Unit – IV(15 Hrs)					
29	45	E-Banking: Introduction Concepts and Meaning, Need for computerization	Lecture, PPT	Group Discussion	CLO1, CLO3, CLO4
30	46	Electronic delivery channels, Automated teller machine	Lecture, PPT	Group Discussion	CLO3, CLO4
31	47	Electronic Fund Transfer - Uses(Online Learning)	<u>https://www.forbes.com/advisor/money-transfer/understanding-electronic-funds-transfer/</u> <u>https://youtu.be/va40DZYarh0</u>	Quiz	CLO3, CLO4
32	48-49	Computerization in clearing houses, Tele banking, Computer bank branches	Lecture, PPT	Group Discussion	CLO2, CLO3, CLO4
33	50	E-Cheque(Online Learning)	<u>https://unacademy.com/content/bank-exam/study-material/general-</u>	Quiz	CLO3, CLO4

Sl. No	Lecture	Topic	Contents	Activity	CLOs
			<u>awareness/an-explanation-of-e-cheque-and-its-features/</u>		
34	51	MICR Cheque(Online Learning)	<u>https://www.investopedia.com/terms/m/magnetic-ink-character-recognition-line-micr.asp</u>	Quiz	CLO3, CLO4
35	52	e-Banking in India	Lecture, PPT	Group Discussion	CLO3, CLO4
36	53	Threats in Computer Systems: Virus, Cyber Crime Network Security	Lecture, PPT	Seminar	CLO1, CLO3, CLO4
37	54-55	Encryption, Protecting Web server with a Firewall	Lecture, PPT	Group Discussion	CLO1, CLO3, CLO4
38	56	Firewall and the Security Policy(Online Learning)	<u>https://www.techtarget.com/searchsecurity/definition/firewall</u> <u>https://cloud.google.com/firewall/docs/firewall-policies-overview#:~:text=Firewall%20policies%20let%20you%20group,Cloud%20(VPC)%20firewall%20rules.</u>	Quiz	CLO3, CLO4
39	57-58	Network Firewalls and Application Firewalls	<u>https://cloud.google.com/firewall/docs/firewall-policies-overview#:~:text=Firewall%20policies%20let%20you%20group,Cloud%20(VPC)%20firewall%20rules.</u>	Group Discussion	CLO3, CLO4

Sl. No	Lecture	Topic	Contents	Activity	CLOs
40	59	Proxy Server(Online Learning)	Lecture, PPT	Group Discussion	CLO3, CLO4
Unit – V(14 Hrs)					
41	60-61	E-Business communication, Importance of E-Technology, Introduction to Industry 4.0	Lecture, PPT	Group Discussion	CLO1, CLO2, CLO4
42	62	Need Industry 4.0 (Online Learning)	https://radixweb.com/blog/what-is-industry-4-0 https://www.ibm.com/topics/industry-4-0	Quiz	CLO1, CLO2, CLO4
43	63	Reasons for Adopting Industry 4.0 (Online Learning)	https://amfg.ai/2019/03/28/industry-4-0-7-real-world-examples-of-digital-manufacturing-in-action/ https://www.leantransitionsolutions.com/Lean-Technology/Reasons-for-Businesses-Adopt-Industry	Quiz	CLO1, CLO2, CLO3, CLO4
44	64-65	Definition - Goals and Design Principles, Technologies of Industry 4.0	Lecture, PPT	Chain Note	CLO1, CLO2, CLO4
45	66-67	Skills required for Industry 4.0	Lecture, PPT	Group Discussion	CLO1, CLO2, CLO4
46	68-69	Advancements in Industry 4.0 (Online Learning)	https://www.polestarllp.com/blog/what-is-industry-40-and-its-nine-technology-pillars	Quiz	CLO1, CLO2, CLO4

Sl. No	Lecture	Topic	Contents	Activity	CLOs
47	70-71	Impact of Industry 4.0 on Society, Business, Government and People	Lecture, PPT	Group Discussion	CLO1, CLO2, CLO4
48	72-73	Introduction to 5.0(Online Learning)	https://www.forbes.com/sites/jeroenkraaijenbrink/2022/05/24/what-is-industry-50-and-how-it-will-radically-change-your-business-strategy/	Quiz	CLO1, CLO2, CLO4

Course Designers:

1. Dr.A.Meenakshi
2. Dr.J.Rini Mercy

COURSE NUMBER	COURSE NAME	CATEGORY	L	T	P	CREDIT
BP23CP1	COMPUTER APPLICATION PRACTICAL I- OFFICE PACKAGE	PRACTICAL	-	-	60	2

Preamble

To enable the students

- To give hands on training in basic computer applications.
- To inculcate programming ability to compute data.
- To aim at making experts in the most widely used application packages

Course Learning Outcomes

On the successful completion of the course, students will be able to

CLO Number	CLO Statement	Knowledge Level
CLO1	Define the various practical applications using libre.	K1
CLO2	Demonstrate presentations using libre office package tools	K2
CLO3	Develop documents using the word package tools.	K3
CLO4	Analyse worksheets using advanced functions in libre.	K4

Mapping with Programme Learning Outcomes

CLOs	PLO1	PLO2	PLO3	PLO4	PLO5
CLO1	S	S	S	S	M
CLO2	S	S	S	L	M
CLO3	S	S	S	S	M
CLO4	S	S	S	S	M

S- Strong; M-Medium; L-Low

OFFICE PACKAGE –BP23CP1 (60 Hrs)

WORD

1. Type a paragraph and Perform:
 - a. Font size, font style, line spacing etc.
 - b. Insert page numbers at the bottom right alignment
 - c. Insert header consisting of date and time, insert footer consisting of page Numbers.
 - d. Change the paragraph into two or three columns
 - e. Check the spelling and grammar
 - f. Use bullets and numbering
 - g. Use drop cap
 - h. Find and replace a word
2. Prepare a class timetable using table option and merging cells. Inserting the table, Data Entry, Alignment of Rows and Columns, Inserting and Deleting the Rows and Columns and Change of Table Format
3. Prepare an application for a job with the bio-data using auto text.
4. Prepare a college day invitation using borders and shading option, word art and pictures.
5. Using mail merge, draft a shareholder's meeting letter for 5 members.

6. Design an invoice and Account sales by using Drawing tool bar, Clip Art, Word Art, Symbols, Borders and Shading.
7. Create Business Cards using Shapes, text and colours.
8. Create a letterhead of a company or institutions and insert the watermark of the company name in the document.

EXCEL

9. Enter the data with following fields:
 - a) Serial no
 - b) Name
 - c) Address
 - d) City
 - e) Date of Joining
 - f) Salary
 - g) Course
 - h) Duration
 - i) No of students
 - j) Total fees

Perform the following:

- a. Change font as bold
 - b. Arrange the alignment as center
 - c. Rename the sheet
 - d. Insert a new sheet
 - e. Move a sheet
 - f. Delete a sheet
 - g. Hide/Unhide Column
 - h. Change Column Width
10. Draw different graphs Column Chart, Line Chart, Pie Chart, Bar Chart, Area Chart, Scatter Chart, for a sample data.

11. Calculate Simple and Compound Interest. Prepare a statement of Bank customers account showing simple and compound interest calculations for 10 different customers using mathematical and logical functions
12. Enter the semester marks and calculate total auto-sum and average using function wizard.
13. Sort: Sort by Color, Reverse List, Randomize List.
14. Filter: Number and Text Filters, Date Filters, Advanced Filter, Data Form, Remove Duplicates, Outlining Data.
15. Basic concepts related with user defined Macros by automating and recording Macros.

POWERPOINT

16. Design presentation slides for a product of your choice. The slides must include name, brand name, type of product, characteristics, special features, price, special offer etc
17. Design presentation slides for organization details for 5 levels of hierarchy of a company by using organization chart.
18. Design slides for the headlines News of a popular TV Channel. The Presentation Should contain the following transactions: Top down, Bottom up, Zoom in and Zoom out. The presentation should work in custom mode.
19. Design presentation slides about an organization and perform frame movement by interesting clip arts to illustrate running of an image automatically.
20. Design presentation slides for the Seminar/Lecture Presentation using animation effects and perform the following operations: Creation of different slides, changing background color, font color using wordart
21. Design presentation for college student's career plan.

Pedagogy

- Lecture, Demo in System.

Skill Component

- Ask the students to design a flyer for an event or a product using libre.
- Create budget spread sheet using excel
- Assign the students to create multimedia presentation
- Assign students a task that involves analyzing data using libre Excel
- Encourage students to collaborate on a group project using libre Word
- Assign students to create a presentation pitching a business idea.

Course Contents and Presentation Schedule

Module No.	Topic	No. of periods	Content delivery methods	Participatory Learning	CLO
1	Type a paragraph and Perform: a. Font size, font style, line spacing etc. b. Insert page numbers at the bottom right alignment c. Insert header consisting of date and time, insert footer consisting of page Numbers. d. Change the paragraph into two or three columns e. Check the spelling and grammar f. Use bullets and numbering g. Use drop cap h. Find and replace a word	3	Demo	Hands-on training	CLO1

Module No.	Topic	No. of periods	Content delivery methods	Participatory Learning	CLO
2	Prepare a class timetable using table option and merging cells. Inserting the table, Data Entry, Alignment of Rows and Columns, Inserting and Deleting the Rows and Columns and Change of Table Format	3	Demo	Hands-on training	CLO1
3	Prepare an application for a job with the bio-data using auto text.	3	Demo	Hands-on training	CLO1
4	Prepare a college day invitation using borders and shading option, word art and pictures	3	Demo	Hands-on training	CLO2
5	Using mail merge, draft a shareholder's meeting letter for 5 members	3	Demo	Hands-on training	CLO2
6	Design an invoice and Account sales by using Drawing tool bar, Clip Art, Word Art, Symbols, Borders and Shading.	2	Demo	Hands-on training	CLO3
7	Create Business Cards using Shapes, text and colours	2	Demo	Hands-on training	CLO3
8	Create a letterhead of a company or institutions and insert the watermark of the company name in the document.	2	Demo	Hands-on training	CLO4
9	Enter the data with following fields: k) Serial no l) Name m) Address n) City o) Date of Joining p) Salary q) Course	3	Demo	Hands-on training	CLO4

Module No.	Topic	No. of periods	Content delivery methods	Participatory Learning	CLO
	r) Duration s) No of students t) Total fees Perform the following: i. Change font as bold j. Arrange the alignment as center k. Rename the sheet l. Insert a new sheet m. Move a sheet n. Delete a sheet o. Hide/Unhide Column Change Column Width				
10	Draw different graphs Column Chart, Line Chart, Pie Chart, Bar Chart, Area Chart, Scatter Chart, for a sample data.	3	Demo	Hands-on training	CLO4
11	Calculate Simple and Compound Interest. Prepare a statement of Bank customers account showing simple and compound interest calculations for 10 different customers using mathematical and logical functions	3	Demo	Hands-on training	CLO4
12	Enter the semester marks and calculate total auto-sum and average using function wizard	3	Demo	Hands-on training	CLO4
13	Sort: Sort by Color, Reverse List, Randomize List.	3	Demo	Hands-on training	CLO3
14	Filter: Number and Text Filters, Date Filters, Advanced Filter, Data Form, Remove Duplicates, Outlining Data.	3	Demo	Hands-on training	CLO3

Module No.	Topic	No. of periods	Content delivery methods	Participatory Learning	CLO
15	Basic concepts related with user defined Macros by automating and recording Macros	3	Demo	Hands-on training	CLO4
16	Design presentation slides for a product of your choice. The slides must include name, brand name, type of product, characteristics, special features, price, special offer etc	3	Demo	Hands-on training	CLO2
17	Design presentation slides for organization details for 5 levels of hierarchy of a company by using organization chart.	3	Demo	Hands-on training	CLO2
18	Design slides for the headlines News of a popular TV Channel. The Presentation Should contain the following transactions: Top down, Bottom up, Zoom in and Zoom out. The presentation should work in custom mode.	3	Demo	Hands-on training	CLO3
19	Design presentation slides about an organization and perform frame movement by interesting clip arts to illustrate running of an image automatically	3	Demo	Hands-on training	CLO3
20	Design presentation slides for the Seminar/Lecture Presentation using animation effects and perform the following operations: Creation of different slides, changing background color, font color using wordart	3	Demo	Hands-on training	CLO3
21	Design presentation for college student's career plan.	3	Demo	Hands-on training	CLO3

Course Designers:

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2. Dr. R.Eswari

COURSE NUMBER	COURSE NAME	CATEGORY	L	T	P	CREDIT
NME23ES	INTRODUCTION TO ENTREPRENEURSHIP	THEORY	30	-	-	2

Unit 1 (6hrs)

Introduction:

Entrepreneurship-Introduction-Factors-Barriers-Entrepreneurial Traits and Types- Steps for starting a Small Industry- MSMEs – Social entrepreneurship.

Unit 2(6Hrs)

Entrepreneurship Development Programmes-Institutional Framework (IFCI, ICICI, IDBI, IRBI, EXIM Bank, NSIC, SIDBI, SFC, SIPCOT AND TIIC) - Role of Incentives and Subsidies

Unit 3(6Hrs)

Innovation - Types –Role- Creative Problem Solving -Incubators - Angel Investors - Venture Capital.

Unit 4(6Hrs)

Intellectual Property- Meaning- Copy Right Registration- Patents- Trademark- Design and Procedure for registration.

Unit 5(6Hrs)

Project Preparation

Project identification and Classification - Project Formulation- Project Appraisal- Project Report Presentation.

Text Books

Sl. No.	Author(s)	Title of the Book	Publisher	Year of Publication
1.	Gupta. C.B and Srinivasan.N. P	Entrepreneurial Development	Sultan Chand and Sons	2020
2	Sauhari Vinnie and Bhushan Sudhashu	Innovation Management	Oxford	2014

Reference Books

Sl. No.	Author(s)	Title of the Book	Publisher	Year of Publication
1.	KolbBonitaM	Entrepreneurship for the creative and cultural industries	Routedge	2015
2.	P.T.Vijayashree & M.Alagammai	Entrepreneurship and Small Business Management	Margham	2020