Shri Govind Guru University, Godhara

S.Y. BCA BRIDGE COURSE SYLLABUS

Introduction to Internet & ICT Technologies

Credit:4

Unit - 1

Concept of Internet, Services of Internet

Unit - 2

Internet as Global Network, Internet URL (Uniform Resource Locator), Internet Service Provider.

Unit - 3

Introduction to World Wide Web, Web Browser, Website, Web Portal, Internet Protocols: HTTP, HTTPS, FTP, SMTP,

Unit - 4

Application of Internet: Electronic Mail, Chat, Video Conferencing, FTP, Remote Login, E-Commerce, E-Learning, E-Banking, Mobile Internet & applications, Smart Phone

Shri Govind Guru University, Godhara
S.Y. BCA BRIDGE COURSE SYLLABUS

PC Software
Credit:4

Unit - 1

MS Windows: Introduction to M.S. Windows; Features of Windows; Various versions of Windows & its use; Working with Windows; My Computer & Recycle bin ; Desktop, Icons and Windows Explorer; Screen description & working styles of Windows; Dialog Boxes & Toolbars; Working with Files & Folders; simple operations like copy, delete,moving of files and folders from one drive to another, Shortcuts & Autostarts; Accessories and Windows Settings using Control Panel- setting common devices using control panel, modem, printers, audio, network, fonts, creating users, internet settings, Start button & Program lists; Installing and Uninstalling new Hardware & Software program on your computer.

Unit - 2

MS Word: Introduction to MS Office; Introduction to MSWord; Features & area of use. Working with MS Word.; Menus & Commands; Toolbars & Buttons; Shortcut Menus, Wizards & Templates; Creating a New Document; Different Page Views and layouts; Applying various Text Enhancements; Working with – Styles, Text Attributes; Paragraph and Page Formatting; Text Editing using various features ; Bullets, Numbering, Auto formatting, Printing & various print options, Spell Check, Thesaurus, Find & Replace; Headers & Footers ; Inserting – Page Numbers, Pictures, Files, Autotexts, Symbols etc.; Working with Columns, Tabs & Indents; Creation & Working with Tables including conversion to and from text; Margins & Space management in Document; Adding References and Graphics.

Unit - 3

MS Excel: Introduction and area of use; Working with MS Excel.; concepts of Workbook & Worksheets; Using Wizards; Various Data Types; Using different features with Data, Cell and Texts; Inserting, Removing & Resizing of Columns & Rows; Working with Data & Ranges; Different Views of Worksheets; Column Freezing, Labels, Hiding, Splitting etc.; Using different features with Data and Text; Use of Formulas, Calculations & Functions; Cell Formatting including Borders & Shading; Working with Different Chart Types; Printing of Workbook & Worksheets with various options.

Unit - 4

MS PowerPoint: Introduction & area of use; Working with MS PowerPoint; Creating a New Presentation; Working with Presentation; Using Wizards; Slides & its different views; Inserting,

Deleting and Copying of Slides; Working with Notes, Handouts, Columns & Lists; Adding Graphics, Sounds and Movies to a Slide; Working with PowerPoint Objects; Designing & Presentation of a Slide Show; Printing Presentations.

E-Commerce
Credit:4

1. **Introduction to E- Commerce**

   E-Commerce: The revolution is just beginning
   o What is E-Commerce?
   o The difference between E- Commerce and E-Business
   o Eight Unique Features of E-Commerce Technology
   o Introduction to Web 2.0
   o Types of E-Commerce

2. **The Internet and World Wide Web : E-Commerce Infrastructure**

   →**The Internet: Technology Background**
   o The Evolution of the Internet 1961 – the Present
   o The Internet : Key Technology Concepts
   o Other Internet Protocols and Utility Programs

   →**The Internet Today**
   o The Internet Backbone
   o Internet Exchange Points
   o Campus Area Networks (CANs)
   o Internet Service Providers
   o Internets and Extranets

   →**The Internet and the Web: Features**
   o E-mail
   o Instant Messaging
   o Search Engines
   o Intelligent Agents (Bots)
   o Online Forums and Chat
   o Streaming Media
   o Cookies

3. **Online Security and Payment System**

   →**The E-Commerce Security Environment**
   o Scope of the problem
   o What is good E-commerce security?
   o Dimensions of E-commerce security
   o The tensions between security and other values

   →**Security Threats in the E-Commerce Environment**
   o Malicious code
   o Unwanted programs
   o Phishing and Identity theft
   o Hacking and Cyber vandalism
   o Credit Card Fraud/Theft
   o Spoofing and Spam Web Sites
   o Sniffing

o Insider attacks

o Poorly designed server and client software

➔**Technology solution**

o Protecting Internet communications

o Encryption(excluding: limitation of encryption solutions)

Shri Govind Guru University, Godhara
T.Y. BCA BRIDGE COURSE SYLLABUS

<u>**MS-Office Tools**</u>

Credit:8

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Unit - 3

MS Excel: Introduction and area of use; Working with MS Excel.; concepts of Workbook & Worksheets; Using Wizards; Various Data Types; Using different features with Data, Cell and Texts; Inserting, Removing & Resizing of Columns & Rows; Working with Data & Ranges; Different Views of Worksheets; Column Freezing, Labels, Hiding, Splitting etc.; Using different features with Data and Text; Use of Formulas, Calculations & Functions; Cell Formatting including Borders & Shading; Working with Different Chart Types; Printing of Workbook & Worksheets with various options.

Unit - 4

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Deleting and Copying of Slides; Working with Notes, Handouts, Columns & Lists; Adding Graphics, Sounds and Movies to a Slide; Working with PowerPoint Objects; Designing & Presentation of a Slide Show; Printing Presentations, Notes, Handouts with print options.

E-Commerce
Credit:4

1. **Introduction to E- Commerce**
   E-Commerce: The revolution is just beginning
   o What is E-Commerce?
   o The difference between E- Commerce and E-Business
   o Eight Unique Features of E-Commerce Technology
   o Types of E-Commerce
2. **The Internet and World Wide Web : E-Commerce Infrastructure**
   → **The Internet: Technology Background**
   o The Internet : Key Technology Concepts
   → **The Internet Today**
   o The Internet Backbone
   o Internet Exchange Points
   o Campus Area Networks (CANs)
   o Internet Service Providers
   → **The Internet and the Web: Features**
   o E-mail
   o Search Engines
   o Online Forums and Chat
   o Streaming Media
   o Cookies
3. **Online Security and Payment System**
   → **The E-Commerce Security Environment**
   o Scope of the problem
   o What is good E-commerce security?
   o Dimensions of E-commerce security
   o The tensions between security and other values
   → **Security Threats in the E-Commerce Environment**
   o Malicious code
   o Credit Card Fraud/Theft
   o Insider attacks
   o Poorly designed server and client software
   → **Technology solution**
   o Protecting Internet communications
   o Encryption(excluding: limitation of encryption solutions)

Shri Govind Guru University, Godhara
T.Y. BCA BRIDGE COURSE SYLLABUS

Enterprise Resource Planning
Credit:4

Unit 1

Introduction to ERP: An Overview, Integrated management Information, Seamless Integration, Supply Chain Management, Resource Management, Integrated Data Modeling, Scope, Technology, Benefits of ERP, Evolution, ERP and the Modern Enterprise

Unit 2
Significance, Principles BRP ERP and IT

Unit 3
ERP Implementation, Role of Consultants, Vendors and User Customization

Unit 4
Business Modeling for ERP

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T.Y. BCA BRIDGE COURSE SYLLABUS

Web Application Development
Credit:8

Unit 1

Introduction to web. HTTP Overview: HTTP Basics, Client request, Server response; HTTP Headers; Session Management- Persistent connections, cookies.

Unit 2

HTML: Structure of HTML Document- Meta tags, Links, Text, Lists, Tables, Inclusion (Objects , Images, and Multimedia contents);

Unit 3

Presentation of HTML document- Style sheets, Alignment , fonts, frames; Interactive HTML document-Forms, Scripts(as scripting is included in part II, should not have space in part I

Unit 4

JAVA SCRIPT – JS Basic – Variables, If…Else, Switch, Operators, JS Popup Boxes, Functions, For loop, While Loop, Break Loops, For Loop, Continue Statement

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T.Y. BCA BRIDGE COURSE SYLLABUS

E-learning and it's application
Credit:4

E-learning and it's application

Unit 1 Introduction to the E-Learing

- Introduction to the E-learning topics

- What is e -learning? Is it important in education?

- The benefits of online learning

- Can we learn online by utilizing e-Learning tools?

- Best practices of online training

- What is the future of e-learning?

Unit-2 Learning platforms

- What is a LMS?

- What is SCORM ?

- E-learning tools and technologies used in online training

Unit -3 Online Courses

- The important elements of online learning courses

- The importance of tests & quizzes for students in eLearning

Unit-4 Applications of online training

- Gamification in online training and learning management systems

- How to best utilize video in e-Learning

- Continuous learning

- Benefits of using e-Learning tools in Sales training

- Effective online Customer training

E-governance
Credit:4

Unit 1. Introduction

- Introduction of E-governance
- E-Governance: Needs of E-Governance
- Evolution of E-Governance
- Object of e-governance
- Scope of E-Governance
- Objectives of E-Governance

Unit 2. Models of E-Governance

Introduction; Model of Digital Governance:

- Broadcasting/ Wilder Dissemination Model
- Comparative Analysis Model

Unit 3. E-Governance Infrastructure

- E-readiness: Digital System Infrastructure,
- Legal Infrastructural Preparedness,
- Institutional Infrastructural Preparedness,

Unit 4. Data Warehousing and Data Mining in Government

- Introduction
- Data Warehouses
- Data Mining
- Characteristics of data warehouse.
- Phases of data mining