Discipline: Math & Science	Semester : 1st Semester 2020-21	Name of the Teaching faculty: Smt. Banani Mohanty (Lect.)/Sri Robin Tirkey (IALA)
Subject : Computer Application Practical	No. of Days/Week Class Allotted: 60	Semester from date: 09/11 /2020 to date: 31 /03/2021 No of weeks :15

Week	Class Day	Practical Topics
1st	1st	To identify Different Components of Computer, Switch on , Booting process, Shut down, Restart of computer
	2nd	Study of device and Power supply form factor of Personal Computer System.
2nd	1st	Identification of various Mother Board components
	2nd	Identification of different ports & various Mother Board components.
3rd	1st	Types of connectors and their purpose
	2nd	Cooling system of Processor and System.
4th	1st	Study of ROM, RAM, Adapter Cards, Expansion Slots, SATA connectors.
	2nd	Study of Adapters and Converters
5th	1st	Study of various types of Lab Safety Measures
	2nd	Study of various types of Power Fluctuation and Power Protection Devices.
6th	1st	Study of Procedures For Proper Disposal or Recycling of Hazardous Computer Components.
	2nd	Study of General Lab Tools, Disk Management Tools.
7th	1st	Study Basic DOS Commands
	2nd	Study Basic Windows Operations, Mouse Operations, Utilities and Accessories , Installation and Configuration of the OS
8th	1st	Study Basic operations of the Word Processing Package (MS WORD)
	2nd	Create your resume with the following specifications and submit the print out to your teacher
9th	1st	Prepare a class timetable using Merge rows, Split row, Insert rows, columns and submit the print out to your teacher.
	2nd	Draw a flow chart for finding the greatest number among three numbers.
10th	1st	Study Basic operations of the Electronic Spreadsheet Package (MS EXCEL)
	2nd	Create a spreadsheet to calculate HRA, DA, TA, PF, LIC. Gross Salary , Net Salary from the below given data
11th	1st	Create a EXCEL worksheet to analyze the marks of the students of a class using various Charts (Line, XY, Bar and Pie).

	2nd	Study Basic operations of the Presentation Package (MS POWER POINT
12th	1st	Create a presentation of your institute showing the departments, faculties and facilities available in your institute. Insert animations and your institute.
	2nd	Create a presentation of any company showing its various functionalities using the various features studied above.
13th	1st	Getting acquainted with Internet connection, Browser, website, URL, http, WWW
	2nd	Creating E-mail id, sending and receiving E-mail, chatting
14th	1st	1. Write a Program in C to find the greatest number among three numbers. 2. Write a Program in C to find the average of n numbers by using for loop.
	2nd	3. Write a program in C to determine whether a number is prime or not? 4. Write a program in C to check whether a given number is palindrome or not?
15th	1st	5. Write a program in C to compute the sine series. 6. Write a program in C to accept row wise and column wise element in a two dimensional array and print them. 7. Write a program in C to find the vowels in a given string.
	2nd	8. Write a program in C to find the factorial of a number, by using recursion. 9. Write a program in C to find the sum of Fibonacci series, by using function. 10.Write a program in C to accept a number from keyboard and print it in reverse order of entry, by using function