

Discipline: Math & Science	Semester : 2nd 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: 19/04 /2020 to date: 10 /07/2021 No of weeks :15
Week	Class Day	Practical Topics
1 st	1 st	To identify Different Components of Computer, Switch on , Booting process, Shut down, Restart of computer
	2 nd	Study of device and Power supply form factor of Personal Computer System.
2 nd	1 st	Identification of various Mother Board components
	2 nd	Identification of different ports & various Mother Board components.
3 rd	1 st	Types of connectors and their purpose
	2 nd	Cooling system of Processor and System.
4 th	1 st	Study of ROM, RAM, Adapter Cards, Expansion Slots, SATA connectors.
	2 nd	Study of Adapters and Converters
5 th	1 st	Study of various types of Lab Safety Measures
	2 nd	Study of various types of Power Fluctuation and Power Protection Devices.
6 th	1 st	Study of Procedures For Proper Disposal or Recycling of Hazardous Computer Components.
	2 nd	Study of General Lab Tools, Disk Management Tools.
7 th	1 st	Study Basic DOS Commands
	2 nd	Study Basic Windows Operations, Mouse Operations, Utilities and Accessories , Installation and Configuration of the OS
8 th	1 st	Study Basic operations of the Word Processing Package (MS WORD)
	2 nd	Create your resume with the following specifications and submit the print out to your teacher
9 th	1 st	Prepare a class timetable using Merge rows, Split row, Insert rows, columns and submit the print out to your teacher.
	2 nd	Draw a flow chart for finding the greatest number among three numbers.
10 th	1 st	Study Basic operations of the Electronic Spreadsheet Package (MS EXCEL)
	2 nd	Create a spreadsheet to calculate HRA, DA, TA, PF, LIC. Gross Salary , Net Salary from the below given data
11 th	1 st	Create a EXCEL worksheet to analyze the marks of the students of a class using various Charts (Line, XY, Bar and Pie).

	2 nd	Study Basic operations of the Presentation Package (MS POWER POINT
12 th	1 st	Create a presentation of your institute showing the departments, faculties and facilities available in your institute. Insert animations and your institute.
	2 nd	Create a presentation of any company showing its various functionalities using the various features studied above.
13 th	1 st	Getting acquainted with Internet connection, Browser, website, URL, http, WWW
	2 nd	Creating E-mail id, sending and receiving E-mail, chatting
14 th	1 st	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.
	2 nd	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?
15 th	1 st	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.
	2 nd	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