



VIKRAMA SIMHAPURI UNIVERSIT::NELLORE

Common Framework of CBCS for Colleges in Andhra Pradesh
(A.P. State of Council of Higher Education)

Life Skills

SYLLABUS OF
INFORMATION AND COMMUNICATION TECHNOLOGY
SEMESTER-II
AS PART OF LIFE SKILLS COURSES
UNDER CBCS/ SEMESTER FRAMEWORK
(with effect from 2020-21)

PROGRAMME: FOUR-YEAR UG PROGRAMME

B.A.,B.Com, B.Sc, B.C.A and B.B.A Programmes

CBCS/SEMESTER SYSTEM

(with effect from 2020-21)

Syllabus of

INFORMATION & COMMUNICATION TECHNOLOGY

(LIFE SKILL COURSE)

SEMESTER-II

Semester	Course Code	Course Title	Hours	Credits
II	Life skill Course	INFORMATION & COMMUNICATION TECHNOLOGY	30	2

Objectives:

This course aims at acquainting the students with basic ICT tools which help them in their day to day and life as well as in office and research.

Course out comes: After completion of the course, student will be able to;

1. Understand the literature of social networks and their properties.
2. Explain which network is suitable for whom.
3. Develop skills to use various social networking sites like twitter, flickr, etc.
4. Learn few GOI digital initiatives in higher education.
5. Apply skills to use online forums, docs, spreadsheets, etc for communication, collaboration and research.
6. Get acquainted with internet threats and security mechanisms.

SYLLABUS:

UNIT-I:

(08 hrs)

Fundamentals of Internet: What is Internet?, Internet applications, Internet Addressing – Entering a Web Site Address, URL–Components of URL, Searching the Internet, Browser –Types of Browsers, Introduction to Social Networking: Twitter, Tumblr, LinkedIn, Face book, flickr, Skype, yahoo, YouTube, WhatsApp.

U. Senaich

UNIT-II:

(08 hrs)

E-mail: Definition of E-mail -Advantages and Disadvantages –User Ids, Passwords, Email Addresses, Domain Names, Mailers, Message Components, Message Composition, Mail Management.

G-Suite: Google drive, Google documents, Google spread sheets, Google Slides and Google forms.

UNIT-III:

(10 hrs)

Overview of Internet security, E-mail threats and secure E-mail, Viruses and antivirus software, Firewalls, Cryptography, Digital signatures, Copyright issues.

What are GOI digital initiatives in higher education? (SWAYAM, Swayam Prabha, National Academic Depository, National Digital Library of India, E-Sodh- Sindhu, Virtual labs, e-acharya, e-Yantra and NPTEL).

RECOMMENDED CO-CURRICULAR ACTIVITIES: (04 hrs)

(Co-curricular activities shall not promote copying from textbook or from others work and shall encourage self/independent and group learning)

1. Assignments(in writing and doing forms on the aspects of syllabus content and outside the syllabus content. Shall be individual and challenging)
2. Student seminars (on topics of the syllabus and related aspects (individual activity))
 1. Quiz and Group Discussion
 3. Slip Test
 4. Try to solve MCQ's available online.
 5. Suggested student hands on activities :
 - a. Create your accounts for the above social networking sites and explore them, establish a video conference using Skype.
 - b. Create an Email account for yourself- Send an email with two attachments to another friend. Group the email addresses use address folder.
 - c. Register for one online course through any of the online learning platforms like NPTEL, SWAYAM, Alison, Codecademy, Courses. Create a registration form for your college campus placement through Google forms.

Uggenad

Reference Books :

1. In-line/On-line : Fundamentals of the Internet and the World Wide Web, 2/e –
By Raymond Green law and Ellen Hepp, Publishers : TMH
2. Internet technology and Web design, ISRD group, TMH.
3. Information Technology – The breaking wave, Dennis P.Curtin, Kim Foley, Kunai
Sen and Cathleen Morin, TMH.

Ussena²⁰¹

Model Question Paper Format

Max. Marks: 50

Time: 2 hrs (120 Minutes)

Total: $4 \times 5 = 20$ Marks

Section -A

(Answer any **four questions**. Each answer carries **5 marks**)

(Total 8 questions. At least 1 question should be given from each Unit)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Section- B

(Total: $3 \times 10 = 30$ Marks)

(Answer any **three questions**. Each answer carries **10 marks**)

(Total five questions. At least 1 question should be given from each Unit)

- 1.
- 2.
- 3.
- 4.
- 5.