 **THE ISLAMIA UNIVERSITY OF BAHAWALPUR, BAGHDA-DUL-JADEED CAMPUS**

**Department of Education Training**

**Tentative Course Plan**

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| Class B.ed (1.5 Year) | Semester 1st |
| Session 2019-2021 | Credit Hours 3 |
| Course Title: Computer Application | Course Code EDT-11806 |
| Email: [arslan.naeem91@gmail.com](mailto:arslan.naeem91@gmail.com) | Course Instructor: Arslan Naeem |

**Sequence of topic to be coverd/course outline**

**Lecture’s Mid & Final**

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| --- | --- |
| **Unit 1** | Introduction to Computer, Types of Computer, Basics, Functionalities of a Computer, Computer Components, Characteristics of Computer |
| **Unit 2** | Primary Memory, Secondary Memory, Software, Types of Software, Difference between software and hardware, Computer Central Processing Unit (CPU) |
| **Unit 3** | Unit of Measurements, Laptop and Smartphone Computers, Data, Information and Knowledge |
| **Unit 4** | Computer Viruses, What are some tips to avoid viruses and lessen their impact |
| **Unit 5** | Email, Creating an Email account (assignment), Parts of Email, ESP, 2019 market share, Backup, Recovery. |
| **Unit 6** | Cloud Computing, How it Works. |
| **Unit 7** | PRIVACY AND SECURITY, Networks and Types of Networks ( LAN,MAN,WAN) |
| **Unit 8** | Database, Database Architecture, Distributed Database, Internet and www |
| **Unit 9** | Project of computer e-education with open access |
| **Unit 10** | Goals of ICT , Big Ideas to Use Applications |
|  | **MID TERM EXAMINATION** |
| **Unit 11** | Trends of Technology in Detail |
| **Unit 12** | Operating System, Concepts, Types of OS, Memory Management, Process Management |
| **Unit 13** | Deadlocks, How to Avoid Deadlocks, Threads , Benefits of Threads, Models |
| **Unit 14** | Introduction to Ms Office (Word,Excel,Powerpoint) , Short Keys |
| **Unit 15** | Installation of Windows by using CD & Bootable USB |
|  | **FINAL TERM EXAMINATION** |

**Student Evaluation Criteria:**

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| **Attendance** | **5%** |
| **Workshop/Assignments/Case study** | **5%** |
| **Surprise test/Sudden Test** | **5%** |
| **Class Participation** | **5%** |
| **Mid Term Exam** | **30%** |
| **Final Term Exam** | **50%** |
| **Total** | **100** |