

**Shri Vishnu College of Pharmacy(Autonomous), Vishnupur, Bhimavaram – 534 202**

**Course Hand Out**

**Course:** I year I Sem B Pharm

**Academic year:** 2019-20

**Subject:** Computer Science Basic Principles (BP113T)

**Syllabus**

**30 Hrs (2Hrs/Week)**

**UNIT-I**

**10 hours**

**Computer Architecture & Ms Dos-Disk Operating System:** Evolution of Microprocessors, Computer Generations, Architecture of the General purpose computer, Memories, Optical Disks, Cache memories, Input/output Devices, , Assemble languages, Machine languages. Introduction Need of Operating System, Functions of Operating System, Introduction of Ms Dos, Directory structure of Ms Dos Internal commands, External commands

**UNIT-II**

**10 hours**

**Number system:** Binary number system, Decimal number system, Octal number system, Hexadecimal number systems, conversion decimal to binary, binary decimal, octal to binary etc, binary addition, binary subtraction– One’s complement, Two’s complement method, binary multiplication, binary division

**Concept of Information Systems and Software:** Information gathering, requirement and feasibility analysis, data flow diagrams, process specifications, input/output design, process life cycle, planning and managing the project.

**UNIT-III**

**10 hours**

**MS Office Applications:** Introduction of MS word, Word Control functions, Editing Document, Find and Replace, Tab stops, Formatting the documents, Spell check, Tables & Graphic preparation, Graphic Advance Tools. Introduction of MS Excel, Excel Basics, Editing cell contents, Work sheet, Command for Work sheet, Introduction of MS PowerPoint, Steps to a Presentation, Adding new slides, Editing & Formatting new slides, Creating slide show.

**COMPUTER SCIENCE BASICS PRINCIPLES (Practical)**

- Use of MS-DOS commands like DATE, TIME, DIR,COPY CON, MD, CD,RD,COPY, DEL, FORMAT, PATH etc.
- At least five exercises each in MS-WORD and MS-EXCEL using various features available/preparation of documents- editing-tabulation of data generation of charts.
- Convert the binary number 11001 to decimal. Convert the decimal number 45 to binary Convert the hexadecimal number B2 to binary Convert the binary number 11011 to hexadecimal.

### **Recommended books (Latest edition):**

**T1.**Foundations of Computing– Pradeep k. Sinha ,Priti Sinha (BPB Publisher)

**T2.**Computer Fundamentals & C programming – Pooja Jain , S Vikas

**T3.**MS Office 2007 in a Nutshell - Sanjay Saxena (Reprint Edition 2015)

**\*\*T4.**Computer Applications in Pharmaceutical Sciences – Syed Mohiuddin , A Venkatesar Reddy

### **COURSE OBJECTIVES:**

- ✓ Explain briefly about Classification of computers.
- ✓ Define Computer? Write about Central Processing Unit.
- ✓ Explain First, Second and Third Generations of Computer.
- ✓ Define Single User and Multi User Operating System.
- ✓ Define MS- Dos? Explain briefly about the internal & external commands on Dos.
- ✓ Define the following steps of how to create a mail ID? And how to send a mail through Google.
- ✓ Explain briefly about the Features of Number System.
- ✓ Explain briefly about the Features of MS-Word.
- ✓ Explain briefly about the Getting started with MS-PowerPoint.
- ✓ Explain briefly about the Features of MS-Excel.

### Lesson Plan

S.No	Date		No of Hrs	Topic	Reference
	Sec A	Sec B			
				<b>UNIT-I</b>	
1				Architecture of the CPU	T1,t4
2				Digital Computers	T1t4
3				Computer Generations	T1,T4
4				Architecture of the General purpose computer	T1,T4
5				Introduction of OS	T1,T4
6				Need of Operating System	T1,T4
7				Functions of Operating System	T1
8				Loading of Dos into main memory	T1
9				Files and File naming Convention	T1,T4
10				Types of Dos commands	
				<b>UNIT-II</b>	
11				Binary number system	T4
12				Decimal number system	T4
13				Octal,Hexa number system	T4
14				conversion decimal to binary	T4
15				binary decimal, octal to binary	T4
16				Information Systems and Software Introduction	T4
17				requirement and feasibility analysis	T4
20				data flow diagrams	T4
				<b>UNIT-III</b>	
21				Introduction of MS word	T3,T4
22				Word Control functions	T3,T4
23				Editing Document	T3,T4
24				Find and Replace	T3,T4
25				Tab stops	T3,T4
26				Formatting the Excel	T3,T4
27				Create table in Excel	T3,T4
28				Tables & Graphic	T3,T4
29				Graphic Advance Tools	T3,T4
30				Power point creations	T3,T4

## **Question Bank**

### **UNIT-I**

1. Define Computer? Write about Central Processing Unit?
2. Describe the architecture of the general purpose Computer with a neat sketch?
3. Explain briefly about Generation of Computers.
4. Write a short note on Hardware & Software?
5. Explain briefly about Classification of computers.
6. Explain about basic elements of Computers various Input /Output devices.
7. What are the limitations of Computer?
8. Define Cache memory and explain about different types of memories hierarchy?
9. What is BUS? and Explain various types of BUSES
10. Define Dos? Explain briefly about the Internal & external commands on Dos?
11. Define Operating System? Write any functions of Operating System?
12. Define Single User and Multi User Operating System?
13. What is Booting? Explain types of Booting?
14. Explain Feasibility study of Computer system

### **UNIT-II**

1. Explain briefly about Number system in Computer science?
2. Conversion of Number systems?
3. What do you mean by positional & non positional number system??
4. Explain Binary, Decimal, Octal, Hexadecimal number systems?
5. Information Systems Definitions and Components?
6. Explain Typical Components of Information Systems?

### **UNIT-III**

1. Define MS-Word? Explain Word Processing?
2. Define MS-PowerPoint? Write about the Features of MS-PowerPoint?
3. Explain how the mail merging is done in Ms- Word. Give example with step by step procedure?
4. Define the following: (a) Title bar (b) Menu bar (c) Tool bar (d) Ruler bar (e) Mouse Pointer  
(i) Insertion Pointer
5. Explain briefly about the Features of MS-Word?
6. Explain briefly about the Getting started with MS-PowerPoint?
7. Explain MS-Excel And Creating Excel Workbook?
8. What is a Macro? How to write a simple Macro in MS-WORD?