## SCHEME OF EXAMINATION 2018-2019-

(With effect from 2019-20)
GCA PART- I


- Student will have to pass individually in all-theory, practical and sessional.





NOTE: - The Question Paper setter is advised to prepare unit-wise question with the provision of internal choice. Only Simple calculator is allowed no scientific calculator is allowed.

## UNIT - I

Recall of statements and logical connectives, tautologies and contradictions, logical equivalence, algebra of propositions quantifiers, existential quantifiers and universal quantifiers.

## UNIT - II

Boolean algebra and its properties, algebra of propositions as an example, De Morgan's Laws, partial order relations g.l.b., l.u.b. Algebra of electric circuits and its applications. Design of simple automatic control system.

## UNIT - III

Boolean functions - disjunctive and conjugative normal forms. Boolean's expansion theorem, fundamental forms. Many terminal Networks.

## UNIT - IV

Arbitrary Cartesian product of sets. Equivalence relations, partition of sets, injective, surjective, bijective maps, binary operations, countable, uncountable sets.

## UNIT -V

Basic Concept of Graph Theory, Sub graphs, Trees and their properties, Binary Trees, Spanning Trees, Directed Trees, Planar graphs, Euler Circuit, Hamiltonian Graph. Chromatic number.

## RECOMENDED BOOKS:

1. Boolean Algebra and its Application, J.E. Whitesitt, Courier Corporation.
2. Concepts of Modern Mathematics, P.L. Bhatnagar.
3. Discrete Mathematics, B.R.Thakur
4. Graph theory and its applications, Narsingh Neo, Dover publication.
5. A TextBook of Discrete Mathematics,Swapan Kumar Sarkar,S.chand.
6. Discrete Maths, C.L.Liu , TM Hill.





NOTE: - The Question Paper setter is advised to prepare unit-wise question with the provision of internal choice.

## Unit-I Introduction to Computers

Computer system: characteristics and capabilities. Computer Hardware and Software: Block Diagram of a Computer, Different Data Processing: Data, Data Processing System, Storing Data, Processing Data. Types of Computers: Analogue, Digital, Hybrid, General and Special Purpose Computers. Generations of Computers. Computer Systems: Micros, Minis \& Main-frames. Limitations of Micro Computer. Number systems- Decimal Number system, Binary number system, Octal \& Hexadecimal number system, l's\&2's complement Codes- ASCII, EBCDI Codes, Gray code \& BCD. Logic Gates - AND, OR, NOT GATES and their Truth tables, NOR, NAND \& XOR gates

## Unit-II Computer Peripherals:

Introduction to Input Devices : Categorizing Input Hardware, Keyboard, Direct Entry - Card Readers, Scanning Devices - O.M.R., Character Readers, Thumb Scanner, MICR, Smart Cards, Voice Input Devices, Pointing Devices - Mouse, Light Pen, Touch Screen. Computer Output : Output Fundamentals, Hardcopy Output Devices, Impact Printers, Non-Impact Printers, Plotters, Computer output Microfilm/Microfiche(COM) systems, Softcopy Output Devices, Cathode Ray Tube, Flat Screen Technologies, Projectors, Speakers.

## Unit-III Basic Components and Storage:

Central Processing Unit : The Microprocessor, control unit, A.L.U., Registers, Buses, Main Memory, Main Memory (RAM) for microcomputers, Read Only Memory(ROM). Storage Devices : Storage Fundamentals, Primary and Secondary Storage, Data Storage and Retrieval Methods Sequential, Direct \& Indexed Sequential, Tape Storage and Retrieval Methods Tape storage Devices, characteristics and limitations, Direct access Storage and Microcomputers - Hard Disks, Disk Cartridges, Direct Access Storage Devices for large Computer systems, Mass storage systems and Optical Disks, CD ROM.

## Unit-IV Computer Software and Languages:

System Software: System software Vs. Application Software, Types of System Software, Introduction and Types of Operating Systems. Boot Loader, Diagnostic Programs, BIOS, Utility Programs. Application Software: Microcomputer Software, Interacting with the System, Trends in PC software, Types of Application Software, Difference between Program and Packages. Computer Languages: Definition, Generations of computer languages, Types of Languages, Language Processors: Assembler, Interpreter, Compiler, Linker and Loader. Programming constructs, Algorithm \& flowchart.
Unit-V Introduction to MS DOS and Windows
Introduction to DOS: history and versions of DOS. Fundamentals of DOS: Physical Structure of the Disk, Compatibility of drives, Disks \& DOS versions, Preparing Disks for use, Device Names. Getting Started with DOS: Booting Process (DOS, Windows, Unix), System Files and Command.com, Internal DOS Files \& Directories, Elementary External DOS Commands, Creating a Batch Files, Additional Commands.
Microsoft Windows: Operating system-Definition \&functions, basics of Windows. Basic components of windows, icons, types of icons, taskbar, activating windows, using desktop, title bar, running applications, exploring computer, managing files and folders, copying and moving files and folders. Control panel-display properties, adding and removing software and hardware, setting date and time, screen saver and appearance. Using windows accessories, Overview of LINUX/UNIX.

## RECOMENDED BOOKS:

1. Introduction to Information Technology, V. Rajaraman, PHI, Second Edition.
2. Computer Fundamentals, P. K. Sinh, BPB Publications, Sixth Edition.
3. Fundamental of Information Technology: Chetan Shrivastava_Kalyani Publishers
4. Computers Today: Suresh K Basandra, Galgotia Publication


NOTE :-The Question Paper setter is advised to prepare unit-wise question with the provision of internal choice.

## UNIT-I Fundamental of C

Overview of C: History of 'C', Structure of 'C' program. Keywords, Tokens, Data types, Constants, Literals and Variables, Operators and Expressions : Arithmetic operators, Relational operator, Logical operators, Expressions, Operator : operator precedence and associativity ,Type casting, Console I/O formatting, Unformatted I/O functions: getch(), getchar, getche(), gets(), putc(), putchar().

## UNIT- II Control Constructs

If-else, conditional operators, switch and break, nested conditional branching statements, loops: do... while, while, for, Nested loops, break and continue, got and label, exit function.
Functions: definition, function components: Function arguments, return value, function call statement, function prototype. Types of function; Scope and lifetime of variables. Call by value and call by reference. Function using arrays, function with command line argument, User defined function: maths and character functions, recursive function.

## UNIT-III Array, String Union and Structure

Array: Array declaration, One and Two dimensional numeric and character arrays. Multidimensional arrays.
String: String declaration, initialization, string manipulation with/without using library function.
Structure, Union and Enum- Structure: basics, declaring structure and structure variable, typedef statement, array of structure, array within structure, Nested structure; passing structure to function, function returning structure. Union: basics, declaring union and union variable, Enum: declaring enum and enum variable.

## UNIT- IV Pointer

Definition of pointer, pointer declaration, using \& and * operators. Void pointer, pointer to pointer, Pointer in math expression, pointer arithmetic, pointer comparison, dynamic memory allocation functions - malloc, calloc, realloc and free, pointer vs. Array, Array of pointer, pointer to array, pointers to function, function returning pointer, passing function as argument to function, pointer to structure, dynamic array of structure through pointer to structure.

## UNIT-V File Handling and Preprocessor

File handling: file pointer, file accessing functions: fopen, fclose, fputc, fgetc, fprintf, fscanf, fread, fwrite, beof, flush, rewind, fseek, ferror. File handling through command line argument.
Introduction to the Preprocessor: \#include, \#define, conditional compilation directives: \#if, \#else, \#elif, \#endif, \#ifndef etc.

## RECOMENDED BOOKS:

1. Programming in ANSI C, E Balagurusamy, Tata McGraw-Hill, Third Edition.
2. Let Us C, YashwantKanetkar, Infinity Science Press, Eighth Edition.
3. Mastering C, K R Venugopal, Tat McGraw-Hill.
4. The C Programming Language, Brian W. Kernighan, Dennis M. Ritchie, Prentice Hall, Second Edition.
5. Applications Programming in ANSI C, R. Johnsonbaugh, Martin Kain, Macmillan, Second edition.
6. The Spirit of C, Mullish Cooper, Jaico publishing House.
7. How to solve it by Computer, R.G.Dromey, Pearson Education.


NOTE: - The Question Paper setter is advised to prepare unit-wise question with the provision of internal choice.

## Unit - I MS-Word

Introduction to word processing software and it's features, creating new document, saving documents, opening and printing documents. Home Tab: setting fonts, paragraph settings, various styles(normal, no spacing, heading, heading, title, strong),find \& replace, format painter, copy paste and paste special. Insert Tab: Pages, tables, pictures, clipart, shapes, header \& footer, word art, equation and symbols. Page Layout Tab: Page setup, page background, paragraph (indent and spacing). Mailing $T a b:$ create envelops and labels, mail merge. Review Tab: spelling and grammar check, new comment, Protect document, View Tab: document views, zoom, window (new window, split, switch window).

## UNIT - II MS-Excel

Introducing Excel, use of excel sheet, creating new sheet, saving, opening, and printing workbook. Home Tab: Font, alignment, number, styles and cells and editing, conditional formatting. Insert Tab: Table, charts (column chart, pie chart, bar chart, line chart) and texts (header \& footer, word art, signature line). Page Layout Tab: page setup options, scale to fit (width, height, scale). Formulas Tab: Autosum (sum, average, min, max), logical (IF, and ,or , not ,true, false), math \&trig (sin, cos tan, ceiling, floor, fact, mod, log), watch window. Data Tab: get external data from MS Access, sort and filter options, Data validation, group and ingroup. Review Tab: protect sheet, protect workbook, share workbook. View Tab: page breaks, page layout, freezing panes, split and hide.

## UNIT - III MS-PowerPoint

Introducing power point, use of power point presentation, creating new slides saving, opening, and printing. Home Tab: new slide, layout, reset, delete, setting text direction, align text, convert to smart art, drawing options. Insert Tab: Table, picture, clipart, photo album, smart art, shapes and chart, movie and sound, hyperlink and action, text box, word art, object. Design Tab: page setup options, slide orientation, applying various themes, selecting background style and formatting it. Animations $T a b:$ custom animation for entrance, exit and emphasis, applying slide transition, setting transition speed and sound, animation on rehears timing. Slide show \& view Tab: start slid show options, setup options. View tab: presentation views, colours and window option.

## UNIT - IV MS-Access

Front end and back end of application, introduction to dbms, features of dbms; Creating blank databases, saving it in accdb format. Defining data types in ms access. Home Tab: datasheet view, design view, pivot chart view, pivot table view, sort and filter options. Create Tab: creating tables, creating reports, query wizard. External Data Tab: importing data from access and excel sheet, exporting data to excel and ms word. Datasheet Tab: Relationships, fields and columns options, datatype and formatting options.

## UNIT - V Animations and Graphics

Definition of multimedia, application of Multimedia, Basic Concept of 2D/3D Animation, Principle of animation, Hardware and software resources requirement for animation, introduction of various file formats (.mpeg, .gif, .jpeg, .mp, .if, .fly). Creating a new movie in flash :Get set Up, Input Text, Animate Text, drawing and painting with tools, brush, create basic shapes like Oval, Rectangle \& Polystar Tools, tools working with object \& filing the object, Transformation, object properties dialog box, creating layers motion tweeing, shape tweeing, mask layers, basic action scripts, importing sound through Flash.

## RECOMENDED BOOKS:

1. Microsoft Office 2007 fundamentals, L Story, D Walls.
2. MS Office, S. S. Shrivastava, Firewall Media.
3. Office 2000 made easy, Alan Neibauer, Tata McGraw Hill.
4. FLASHMX Bible -Robert Reinhart
5. Sams Teach Yourself Macromedia Flash 8 in 24 Hours, Phillip Kerman.
6. How to do everything with Macromedia, Bonnie Blake, Doug Sahlin
7. Multimedia Making it works, Way Vaughan, Tat McGraw Hills.


# BCA-105 <br> Web Technology and E-Commerce 

NOTE :- The Question Paper setter is advised to prepare unit-wise question with the provision of internal choice.

## UNIT-I Basics of Internet

History, Evolution, Internet applications, Intranet, WWW, Emergence of Web, Web page, Web Site, client, Web Servers, Web Browser, Web concept, Search Engine, URL, DNS, Internet Connection, Internet Service Provider, Web Design Strategies, OSI and TCP/IP model, various protocols like HTTP, FTP, SMTP, TELNET. Internet services: Email concept, Sending and receiving secure Email, Voice and video Conferencing, web Based chat services, Chat Services, Internet Messaging, Internet Relay Chat, News Group.

## UNIT-II HTML

Introduction, Html version, HTML tags, Creating headings on a web pages :Aligning the headings, creating list, Working with Links: Creating a Hyperlinks, Setting the Hyperlink Colors, Linking Different sections of A web page, Creating Paragraph, Working with Images, using Images as Links, Working with Tables, Working with Frames: Creating a Frame, Creating Vertical and Horizontal Frames, Setting the Frame Border Thickness, Applying Hyperlink Targets to a Frame, Creating an HTML Form, Specifying the Action URL and Method to Send the Form, Using the HTML Controls.

## UNIT-III DHTML and Java Script

DHTML: Introduction, Cascading style sheet (CSS), Inline Style sheet, External Style Sheet, Internal Style Sheets, DHTML document object model, Event handling.
Java Script: Introduction, Language elements, Variables, operators, control statement Array and function in JavaScript, Objects of Java script, Client-Side and server side Java script, Benefits of using JavaScript, Embedding JavaScript into HTML Page, Handling Events, overview of VB Script.

## UNIT-IV Introduction to PHP

Features, Advantages of PHP over other scripting languages, Installing, creating and running PHP script, working with variable, constant, operators in PHP, Control statements, Looping constructs, String function, Arrays, User defined function, Working with forms, Accessing database through PHP.

## UNIT-V Introduction to E Commerce

Definition of E-commerce, The scope of E-commerce, Definition, Internet and its impact on traditional businesses, E-payment System, Security threats with E-commerce. Types of Ecommerce: Business-to-Business (B2B), Business-to-Consumer (B2C), Business-to-Business-to-Consumer (B2B2C), Consumer-to-Consumer (C2C), E-market, Future of Emarket.

## RECOMENDED BOOKS:

1. Web Technology, A developer's Perspective, N.P Gopalan and J. Akilandeswari, PHI publication.
2. Web Technologies: HTML, JAVASCRIPT, PHP, JAVA, JSP, ASP.NET, XML and Ajax, Black Book by Dream Tech Press.
3. Internet : The Complete Reference Millennium Edition Margaret Levine Young, Doug Muser.
4. The Complete Reference: HTML and CSS, Thomas A. Powell ,McGrawHill.
5. JavaScript The Complete Reference, Thomas Powell, Fritz Schenider, McGrawHill, Third Edition
6. Introduction To HTML,Kamlesh N.Agrawal ,O.p,Vyas ,P.A.Agrawal.
7. Web Technology and Design, Xavier,C,New Age International.
8. HTML, DHTML,JavaScript,Perl and CGI, Ivan Bayros, BPB Publication.
9. Internet and Web Design, Ramesh Bangia, New Age International.
10. Business on the net, Kamlesh N. Agarawala, Ami La \& Deeksha Agarawal, Macmillan India Ltd.


BCA-106
Communication Skills
Max Marks: 80
NOTE: - The Question Paper setter is advised to prepare unit-wise question with the provision of internal choice.

## OBJECTIVE

This course is designed to enable the students of computer education to speak and write English with a fare degree of grammatical correctness. The inputs in the course contents are designed to let the students develop their communication skills and effectively write and speak in business scenario.
UNIT - I
Structure of sentences- Simple, Complex and Compound.
Clauses: Co-ordinate and Subordinate Clause,
The tenses and aspects. Modal, Gerund, Participle: Non Finite and Finite, Infinitive.

## UNIT - II

Transformation of sentences:-
Interchange of Active and Passive Voice.
Interchange of Affirmative and Negative Sentences.
Interchange of Explanative and Assertive Sentences.
Interchange of interrogative and Assertive Sentences.
Direct and Indirect Speech.

## UNIT - III

Report writing.
Applications writing.
Letter writings: Formal (Enquiry letter, Order letter, Complaint letter Sales Letter) and Informal, Description of events.

## UNIT- IV

Precis Writing
Reading Comprehension
Summarising
Paraphrasing
Presentation Skills

## UNIT-V

Official Communication- Notice, Circular, Minutes of meeting, Agenda of meeting, Memorandum Modern media of communication- Email(Language of Emails, Format, E-mail writing Strategies, Advantage, Characteristics, Formating) Video conferencing, Fax

## RECOMENDED BOOKS:

1. Living English Structure by W.S. Allen.
2. A Practical English Grammar by Thomson and Martinet.
3. English Grammar and Composition by Wren \& Martin
4. Advance Grammar in Use by Martin Hewing
5. Essentials of Business Communication by Rajendra Pal and J.S. Korlahalli
6. Effective Technical Communication by M Ashraf Rizvi


Note: Fundamentals of the topics are to be dealt to enable the students to understand the Topics. The Question Paper setter is advised to prepare unit-wise question with the provision of internal choice, Only Simple calculator is allowed not scientific.

## UNIT -I

Algebra
Partial fractions, Arithmetic Progression \& Geometric Progression. Determinants and matrices, Inverse matrix.

## UNIT-II

Permutation combination, method of induction, Binomial Theorem for positive integral index. And any index (without proof), Exponential and logarithmic series.

## UNIT-III

Trigonometry
Measurement of angles, Trigonometric ratios, simple formula, compound angles, Trigonometric ratios of multiple and sub multiple angles. Height and Distance, Inverse Function.

## UNIT-IV

Geometry
Locus, Cartesian coordinate system, Distance formula, Section formula, Slope of a straight line various forms, Angle between two lines, pair of straight lines, parabole, ellipse and hyperbola.

## UNIT-V

Statistics
Frequency Distribution, Measures of central tendency, Mean. Median, Mode, G.M., H.M., Inter quartile range, Mean deviation, Standard deviation.

## RECOMENDED BOOKS:

Mathematic (class XI and XII), R.D.SHARMA
YOUGBODH Mathematics, (class XI and XII)


## BC I

## BCA-107 LAB I: Programming Lab in ' $C$ '

Max Marks: 100
Min. Marks: 50
Scheme of Examination- Practical examination will be three programs. It will be of 3 hours duration. All programs must carry flow charts \& algorithms. The distribution of practical marks will be as follows -
Program 1
Program 2
Program 3
Viva
25
Practical Record
15
Total 100

Note: All these Programs and similar types to these can be made in Practical File. rented / hand - Practical file should contain printed programs with name of author, date, path of written program, unit no, output, screenshots etc. There should be comment wherever applicable.

## List of Practical

Input and Output, Formatting

1. Write a program in which you declare variable of all data types supported by C language. Get input from user and print the value of each variable with alignment left, right and column width 10 . For real numbers print their values with two digits right to the decimal.

Loops, Decisions
2 Write program to generate following pattern
a)
ABCDEFG
$A B C$ ERG
$A B \quad F G$
A
c)

b)

1
12
123
1234
3. Writ 14641
3. Write program to display number 1 to 10 in octal, decimal and hexadecimal system.
4. Print $\sin$ series up to $n$ terms and its sum.
5. Write a program to perform following tasks using switch...case, loops, and conditional operator (as and when necessary).
a) Find factorial of a number
b) Print Fibonacci series up to $n$ terms and its sum.
c) Print prime numbers up $n$ terms.
d) Print whether a given year is leap or not.


## Array

6. Create a single program to perform following tasks using switch, if..else, loop and single dimension character array without using library function:
a) To reverse the string.
b) To count the number of characters in string.
c) To copy the one string to other string;
d) To find whether a given string is palindrome or not.
e) To count no. of vowels, consonants in each word of a sentence and no. of punctuation in sentence.
7. Write a program that read the afternoon day temperature for each day of the month and then report the month average temperature as well as the days on which hottest and coolest days occurred.
8. Create a single program to perform following tasks using switch, if..else, loop and double dimension integer array of size $3 \times 3$ :
a) Addition of two matrix.
b) Multiplication of two matrix.
c) Sum of diagonal elements
9. Create a single program to perform following tasks using switch, if..else, loop and double dimension character array of size $5 \times 40$ :
a) Sorting of string.
b) Finding the smallest string.
c) Searching for presence of a string in array

## Functions

10. Write program using the function power $(a, b)$ to calculate the value of a raised to $b$.
11. Write program to demonstrate difference between static and auto variable.
12. Write program to demonstrate difference between local and global variable.
13. Write a program to perform following tasks using switch...case, loops and function.
a) Find factorial of a number
b) Print Fibonacci series up to $n$ terms and its sum.
14. Write a program to perform following tasks using switch...case, loops and recursive function.
a) Find factorial of a number
b) Print Fibonacci series up to $n$ terms and its sum.
c) Print natural series up to $n$ terms and its sum
15. Write a function to accept 10 characters and display whether each input character is digit, uppercase letter or lower case letter.

## Array \& Function

16. Create a single program to perform following tasks using switch, if..else, loop, function
 and double dimension integer array of size $3 \times 3$ :
a) Addition of two matrix.
b) Multiplication of two matrix.
17. Create a single program to perform following tasks using switch, if..else, loop, user defined function and single dimension character array:
a) To reverse the string.
b) To find whether a given string is palindrome or not.

## Structure \& Union

18. Create a structure Student having data members to store roll number, name of student, name of three subjects, max marks, min marks, obtained marks. Declare a structure variable of student. Provide facilities to input data in data members and display result of student.
19. Create a structure Date with data member's dd, mm, by (to store date). Create another structure Employee with data members to hold name of employee, employee id and date of joining (date of joining will be hold by variable of structure Date which appears as data member in Employee Structure). Store data of an employee and print the same.
20. Create a structure Student having data members to store roll number, name of student, name of three subjects, max marks, min marks, obtained marks. Declare array of structure to hold data of 3 students. Provide facilities to display result of all students. Provide facility to display result of specific student whose roll number is given

## Pointer

21. Write a program of swapping two numbers and demonstrates call by value and call by reference.
22. Write program to sort strings using pointer exchange.
23. Write program to find biggest number among three numbers using pointer and function.
24. Write program to Create a structure Employee having data members to store name of employee, employee id, salary. Use Pointer to structure to store data of employee and print the stored data-using pointer to structure.
25. Write program to demonstrate difference between character array and pointer to character
26. Write program to demonstrate pointer arithmetic.

## File Handling

27. Write program to copy content of one file to other file removing extra space between words name of files should come from command line arguments.
28. Write program to create a file 'data' containing a series of integers and count all even numbers present in the file 'data'.
29. Write a program to count no. of tabs, new lines, character and space of a file.
30. Write a program to read item number, rate and quantity from an inventory file and print the followings:
a) Items having quantity $>5$.
b) Total cost of inventory.


## Scheme of Examination:

Practical examination will be of 3 hours duration. The distribution of practical marks will be as follows:

| Program 1 | - | 15 |
| :--- | :--- | :--- |
| Program 2 | - | 15 |
| Program | - | 15 |
| Program | - | 15 |
| Viva | - | 25 |
| Practical Record | - | 15 |
| Total | - | 100 |

Note: All these Programs and similar types to these can be made in Practical File. Practical file should contain printed/programs with name of author, date, path of program, unit no, output, screenshots etc. There should be comment wherever applicable.

## MS-WORD

Q1. Open a document. Type the following text and perform the tasks as instructed below:
Working with Word Processor...
As already mentioned, a word processor is a package that processes textual matter and creates organized and flawless documents. In addition to it a word processor not only remote all the limitation of typewriter but also offers various useful features that cannot be even dreamt of with typewriter.

Also if same textual matter is to be reproduced with minor changes, retyping the only option in typewriters.

The word processing (and word processor) originated way back in 1964 when special typewriters. Magnetic tape Selectric typewrites (MIST) were launched by IBM (International Business Machines).
(i) .Insert the following text after the first paragraph:
"The main components of a word processing system are listed below":
O Computer
Q Printer
O A word processing software
(ii). Save the document as Word.doc?
(iii). Move the second paragraph to the end of the document by using drag and drop?
(iv). Move the second paragraph to the end of the document using cut, paste operation?
(v). Undo the above action?
(vi).Redo the above action?
(vii). Go to end of the document (in one step)?
(viii). Go to beginning of the document (in one step)?
(ix). Insert page break before the paragraph?

(x). Search the word "Computer" in your document with options 'Match Case', find whole words only?
(xi). Replace the word "Typewriter" with word "Processor" in your document?
(xii). Undo the above action?
(xiii). Remove all page breaks from your document?
(xiv). Change the magnification of your document to different percentage using zoom?
(xv). Write the above written paragraphs and give the options as follows:-

- Assignment Justified
* Indentation: Left 0.2
$\rightarrow$ Right 0.2
Spacing: before 6 pt . and after 6 pt .
* Special : First line by $0.4^{* *}$
* Line spacing 1.5 lines
(xvi). Set the default tab stop to $0.3^{\prime \prime}$ ?
(xvii). Set the margins to 1.25 ?
(xviii). Format the page using?

1. Left margin: 0.5 , right margin: 0.5
2. Top margin: 1.5 , bottom margin: 0.5
3. Gutter margin: -

* indentation: left 0.2, right:0.2

4. Header margin: 0.5 .
(xix). Format the each occurrence of group of words "Word Processor" as bold, italic, underline and small caps using find and replace with formatting options?
(xx). Align the heading to center and make it bold, underlined and italicized.

Q2: Type the text as shown below and perform the tasks as directed:
Computers
Computer is an electronic device that processes and gives meaningful information.
Computers are being used in almost all the fields today
Expert systems:
Human thinking and artificial intelligence
Can computer think?
AI at work today: Natural Language program and Expert system.
The impact of computers on people:
The positive impact
The potential dangers
The impact of computers on organizations
The information processing industry
The positive impact on using organizations
The potential dangers for using organizations
(i). Search for the word 'computer' in the entire document. All the occurrences of the given word are to be searched irrespective of the case?
(ii). In the above question note that word also searches 'computerization' and 'computerizations'. Now make sure that this time Word searches only for the word 'computer
 in the entire document.
(iii). Change the entire uppercase letter to lowercase?
(iv). Give a heading to the above written text 'COMPUTERS IN TODAY'S WORLD'?
(v). Center aligns the heading text 'computer' that appears in first line.
(vi). Apply outside border to entire document.
(vii). Apply outside border to the just heading text.
(viii). Change page setup according to the following specifications
$>1$ Top margin $1.5 "$, bottom margin: $1.5 "$
$>$ Gutter: 1" left margin: 1.5 "
$>$ Right margin: $1^{\prime \prime}$
$>$ Page width: $7.5^{\prime \prime}$, page height: $6.5^{\prime \prime}$
$>$ Page width: 7.5", page height: $6.5^{\prime \prime}$
$>$ Orientation: portrait.
(ix). Give a header 'Creations' and footer 'The school of computing'. The footer should also consist of page no's?
(x). Give appropriate commands for giving different header and footers for first page and odd and even pages?
(xi). Save and close the document.

Q3. Type text and format the text as show below:

$$
\begin{aligned}
& 4 \mathrm{H}_{3} \mathrm{PO}_{3}=3 \mathrm{H}_{3} \mathrm{PO}_{4}+\mathrm{PH}_{3} \\
& \mathrm{PCL}_{3}+\mathrm{CL}_{2}=\mathrm{PCL}_{5}^{2} \\
& (\mathrm{x}+\mathrm{y})^{2}=\mathrm{x}^{2}+\mathrm{y}^{2}+2 \mathrm{xy}
\end{aligned}
$$

Q4. Write the following equation in MS-Word:

$$
\begin{array}{ll}
\mathrm{C}_{2} \mathrm{H}_{5} \mathrm{OH}+\mathrm{PCL}_{5}=\mathrm{C}_{2} \mathrm{H}_{5} \mathrm{CL}+\mathrm{POCL}_{3}+\mathrm{HCL} \\
A=\pi r^{2} & \mathrm{a} \div \mathrm{b} \neq 0
\end{array}
$$

Q5. Write the following in MS-Word:

* Preheat the oven to $220^{\circ} \mathrm{C}$.
- Copyright ©
- Registered (®)
- Trademark ${ }^{\text {TM }}$
Q.6. Create the following table in MS-Word:

| Name | Rahul |  |  |
| :--- | :--- | :--- | :--- |
| Roll No. |  | 101 |  |
| Subject | Max | Min | Obtain |
| Java | 100 | 33 | 75 |
| Multimedia | 100 | 33 | 70 |

Q7. Create a document in MS-Word. Set the watermark as Microsoft. Also write the following text as formatted below:

Measuring programming progress by lines of codes is like measuring aircraft building progress by weight.
--------BILL GATES


Q8. Create the following:


Q9. Create the following:


Q10. Create the following table in MS-Word:-
Admission 2005-06

| Course | OC | BC | MBC | SC/ST | TOTAL |
| :--- | :--- | :--- | :--- | :--- | :--- |
| Computer science | 9 | 18 | 5 | 5 | 37 |
| Commerce | 14 | 25 | 6 | 5 | 50 |
| Mathematics | 12 | 20 | 4 | 4 | 40 |

Q11. Create table as shown:-

| Car |  | Price |
| :---: | :--- | :--- |
| Maruti | Omni Van | 200000 |
|  | Maruti 800 | 242000 |
| Tara | Sumo | 390000 |
|  | Sierra | 447000 |

Q12. Insert the following in MS-Word.


Q13. Insert the following in MS-Word.



Q14. Write the following in MS-Word.
$>$ This is sentence case.
$>$ this is lowercase.
$>$ THIS IS UPERCASE.
$>$ This Is Capitalize Each Word.
$>$ This IS Toggle cASE.
Q15. Create the following in MS-Word:

- Actors
$>$ Bruce Willis
$>$ Gerard Butler
$>$ Yin Diesel
- Actress
$>$ Julia Roberts
$>$ Angelina Jolie
$>$ Kate Winglet
$>$ Cameron Diaz
Q16. Write the following in MS-Word:
Cricket Players
A. Batsman
I. Sachin Tendulkar
II. Rahul Dravid
III. Virendra Sehwag
B. Bowler
a. Kumble
b. Zeheer Khan
b. Balaji
C. Spinner
a) Harbhajan
b) Kumble
c) Kartik

Q17. Write a letter to send invitation to your friend inviting on your birthday.
Q18. Create label for your friends address.

## MS-Excel

1. Create the following worksheet and save the worksheet as wages.xls PACE COMPUTERS (ATC CEDT), Govt. Of India Payroll For Employee (Temporary)



| Worker's <br> Name | Hired On | days <br> Worked | Gross <br> Wages |
| :--- | ---: | :---: | :---: |
| Mahendra | $3-\mathrm{Feb}-17$ |  |  |
| Anand | $4-\mathrm{Feb}-17$ |  |  |
| Ashish | $5-\mathrm{Feb}-17$ |  |  |
| Santosh | $6-\mathrm{Feb}-17$ |  |  |

(I) Calculate Days worked and gross wages.
2. Create the following worksheet and save the worksheet as wages.xls

| Name | Basic <br> (monthly) <br> (Rs.) | MRA (\% <br> of Basic) | DA <br> (Rs.) | Total <br> Salary <br> (2016) | Bonus. <br> (Rs.) | Total <br> (Salary) <br> (2017) | \% Increase |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Jaya | 9300 | 20 | 1250 |  | 2300 |  |  |
| Padma | 15600 | 22 | 1380 |  | 2700 |  |  |
| Jaanvi | 18500 | 19 | 1436 |  | 3000 |  |  |

(i) To calculate the total salary as sum of Basic salary, HRA, DA for each employee for year 2017.
(ii) Calculate total salary for year 2017 as sum of salary of 2016 and bonus.
(iii) Calculate \% increase in salary from 2016 to 2017.
3. Create a worksheet as follows:

Pace Computer (ATC CEDT) Govt. Of India
Payroll for Employee (Permanent)

| empcode | name | doj | salary | bonus | net <br> salary |
| :---: | :---: | :---: | :---: | :---: | :---: |
| E001 | Ayushi | 3-Feb-16 | 17000 |  |  |
| E002 | Sanjeet | 4-Mar-15 | 19000 |  |  |
| E003 | Jayant | 3-Jan-17 | 18000 |  |  |
| E004 | Aishwarya | 6-Mar-15 | 17500 |  |  |

(i) Allow bonus 12000 to employees having service $>2$ years other wise allow bonus 7000 .
(ii) Find net salary as sum of bonus and salary.
4. Create the worksheet as follows:

| RollNo | Name | English | Maths | Total | Average | Division |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 101 | Parul | 95 | 99 |  |  |  |
| 102 | Prasad | 92 | 95 |  |  |  |
| 103 | Neelkanth | 70 | 69 |  |  |  |
| Class Average |  |  |  |  |  |  |

(i) Find total of two subjects for each student.
(ii) Find average of two subject for each student.
(iii) Find class average as average of average column
(iv) Find division of student as first, second, third assume percentage of division of your own and maximum marks in each subject as 100
(v) Apply Conditional formatting for division column, first division should be in bold, second division should be in italic and third division should be in underline
5. Create macro in excels to make selected cell, bold italic, outside bordered and center across select.

6. Create bar chart with given data:

| Content | 2015 | 2016 | 2017 |
| :---: | :---: | :---: | :---: |
| tea | 19 | 23 | 25 |
| coffee | 22 | 24 | 22 |
| sugar | 45 | 40 | 45 |

(i) Provide heading production detail.
(ii) Provide z axis title; lacks metric tonne.
(iii) Provide x axis title year.
7. Create a table with column heading as shown below and using form perform data entry of records.

| Zone | Department | Employee | Salary |
| :---: | :---: | :---: | :---: |
| West | Marketing | Mukesh | 10500 |
| East | Sales | Rahul | 20000 |
| South | Marketing | Suresh | 5500 |
| North | Marketing | Anju | 25000 |
| South | Sales | Neeraj | 8000 |
| North | Sales | Ajay | 8000 |
| South | Marketing | Mahesh | 7500 |
| West | Sales | Rajesh | 4500 |

(i) Sort the data according to Zone then by Department.
(ii) Use Group and Outline feature to show \& hide details.
8. Create a table with column heading as shown below and using form perform data entry of records.

| Zone | Department | Employee | Salary |
| :---: | :---: | :---: | :---: |
| West | Marketing | Mukesh | 10500 |
| East | Sales | Rahul | 20000 |
| South | Marketing | Suresh | 5500 |
| North | Marketing | Anju | 25000 |
| South | Sales | Neeraj | 8000 |
| North | Sales | Ajay | 8000 |
| South | Marketing | Mahesh | 7500 |
| West | Sales | Rajesh | 4500 |

(i) Use filter command to show records having zone: West.
(ii) Use filter command to show records having zone: West and salary less than 5000.
(iii) Use filter command to show records having salary greater than 10000.
9. Create Pivot table using Data of exercise 8.
10. Suppose a database exists in ms- access Your are required to import the data. How will You?
11. Create a table using table feature

Principle 1500
Rate $\quad 4 \%$
Time 5

| 300 | 3 | 4 | 5 |
| :---: | :---: | :---: | :---: |
| $1 \%$ | 45 | 60 | 75 |
| $2 \%$ | 90 | 120 | 150 |
| $3 \%$ | 135 | 180 | 225 |

12. Using goal seek feature find out the interest rate it must be to earn interest 500 Principle 1500
Rate 4\% Time
Q. 13 Look at the following table where angle is given in degrees. Using various trigonometric functions available in excel, write steps to calculate angles in required formats.

| Angle <br> (Degrees) | Angle <br> (Radians) | Sin | Cos | Tan | Cosec | Sec | Cot |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 0 |  |  |  |  |  |  |  |
| 30 |  |  |  |  |  |  |  |
| 45 |  |  |  |  |  |  |  |
| 60 |  |  |  |  |  |  |  |
| 90 |  |  |  |  |  |  |  |

Q. 14 Using Floor and Ceiling functions write steps to calculate
(a). nearest greatest height which is less than or equal to the given height
(b). nearest least height which is greater than or equal to given height

| Height | Nearest Greatest age less <br> than or equal to given height | Nearest least age greater than <br> or equal to given height |
| :---: | :---: | :---: |
| 15.6 |  |  |
| 30.7 |  |  |
| -34.2 |  |  |

Q. 15 if age is given in months, break it in year and moths separately (as shown in example below).

| AGE <br> (In Months) | Age |  |
| :---: | :---: | :---: |
|  | Year | Month |
| 25 | 2 | 1 |
| 35 |  |  |
| 45 |  |  |

Q. 16 if you have cards of 3 different colors. In how many different ways you can arrange those cards. Which formula will you prefer to do so?

## MS-POWERPOINT

Q1. Create a PPT of At least 10 slides with one slide for comparison, one slide displaying a chart with the table.
Q2. Create a PPT presentation use rehearse timing for the slide show.
Q3. Create a PPT presentation slide import sound and video clips.
Q4. Create PPT presentation with hyper linking.
Q5. Create PPT presentation and apply themes and transition.

## MS-ACCESS

1. Create Following Tables in Access
a). tblProducts


| ProductID | AutoNumber |
| :--- | :--- |
| ProductName | Text Field Size (50) |
| QuantityOnHand | Data type-Number Field Size-Integer |
| Cost | Data type-Number Field Size-Single |
| SalesPrice | Data type-Number Field Size-Single |

Primary Key - ProductID
b). tblCustomer

| Field Name | Data Type |
| :--- | :--- |
| CustomerID | AutoNumber |
| CustomerName | Text Field Size (40) |
| ContactNo | Text Field Size (10) |
| Primary Key - CustomerID |  |

Primary Key - CustomerID
c). tblSales

| Field Name | Data Type |
| :--- | :--- |
| SalesID | AutoNumber |
| CustomerId | Data type-Number Field Size-Integer |
| InvoiceNumber | Text Field Size (10) |
| InvoiceDate | Date |

Primary Key - CustomerIdInvoiceNumber
d). tbISalesDetail

| Field Name | Data Type |
| :--- | :--- |
| SalesDetailID | AutoNumber |
| SalesId | Data type-Number Field Size- <br> Integer |
| ProductId | Data type-Number Field Size- <br> Integer |
| Quantity | Data type-Number Field Size- <br> Integer |
| SalesPrice | Data type-Number Field Size- <br> Single |

## Primary Key SalesIdProductId

2. Set Relationship among tables.
3. Create Data entry Screen for products and customer table and enter below data in corresponding table.
Data for tblProduct

| ProductName | QuantityOnHand | Cost | SalesPrice |
| :--- | :--- | :--- | :--- |
| 1 TB Toshiba HDD | 10 | 3600 | 3800 |
| 16 GB HP Pen Drive | 20 | 450 | 500 |

Data for tblCustomer

| CustomerName | ContactNo |
| :--- | :--- |
| Nagendra Dewangan | 9827123456 |
| Mahendra Soni | 9827123657 |

4. Create a single combined Data entry screen for Sales \& SalesDetail table using master detail concept and enter following 2 Records.


CustomerName: Nagendra Dewangan
Invoice Number: Sal/18/2

$\frac{\text { War }}{12 \mathrm{a}} 118$

Invoice Date: 2-Mar-2017

| ProductName | Quantity | SalesPrice |
| :--- | :--- | :--- |
| 1 TB Toshiba HDD | 5 | 3800 |
| 16 GB HP Pen Drive | 3 | 500 |

CustomerName: Mahendra Toni
Invoice Number: Sal/19/2
Invoice Date: 3-Mar-2017

| ProductName | Quantity | SalesPrice |
| :--- | :--- | :--- |
| 1 TB Toshiba HDD | 4 | 3800 |
| 16 GB HP Pen Drive | 2 | 500 |

5. Create Sales Bill Report.
6. Validate data in tables as well as in data entry screen.

## Flash

1. Create a Flash movie to create mask.
2. Create a Flash movie to create Fade In/Fade Out in four pictures.
3. Create a Flash movie to create the symbol of a wheel and scale and rotate it.
4. Create a flash movie to create growing circles.
5. Create hand writing in Flash.
6. Create a Flash movie of a moving car with rotating wheels.
7. Transform a circle into a square using shape tween.
8. Create a Flash movie to import text from MS-Word and apply different transformations.
9. Create a Flash movie to demonstrate onion skin markers.
10. Create a Flash movie to demonstrate motion guide.






## BCD I <br> BCA-109 LAB III: Web Technology Lab

## Practical List

Scheme of Examination- Practical examination will be of three programs. It will be of 3 hours duration. The distribution of practical marks will be as follows -
Program 1 (HTML) 15
Program 2 (DHTML) 15
Program 3 (JavaScript) 15
Program 4 (PHP) 15
Viva 25
Practical Record 15
Total

$$
\begin{aligned}
& \text { hand } 100 \\
& \text { written }
\end{aligned}
$$

Note: All these Programs and similar types to these can be made in Practical File. Practical file should contain printed/ programs with name of author, date, path of program, unit no, output, screenshots etc. There should be comment wherever applicable.

## Internet

1. Creating Email account.
2. Configuring Web server for Local Computer.
3. Working with various search engines (Google, Yahoo, Ring, etc.)
4. Browsing up various websites (e.g. Railway Reservation, Airline Reservation, Cinema Ticket Booking, Bill payments etc.)
5. Online payment procedure (any one).

HTML
6: Write an HTML program to create the following table:

| Class | Subject | Subject | Subject |
| :---: | :---: | :---: | :---: |
| CA I | Visual Basic | PC Software | Electronics |
| GCA II | C++ | DBMS | English |
| BCA III | Java | Multimedia | CSA |

7. Write an HTML program to create the following lists:

- C
- $\mathrm{C}++$
- FORTRAN
- COBOL

8. Write an HTML program to create the following lists:
9. Java
10. Visual Basic
11. BASIC

Remove space
4. COBOL
9. Write an HTML program to demonstrate hyperlinking between two web pages.
 Create a marquee and also insert an image in the page.

10. Create a Web Page which contains information about your favourite freedom fighters. Design the page with attractive background colour, text colour, image etc.
11. Write an HTML document to print your bio-data in a table format.
12. Write an HTML program to create the following table:

Car Price List

| Maruti |  | Tata |  | Ford |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Model | Price | Model | Price | Model | Price |
| Maruti 800 | 2 Lac | Sumo | 2 Lac | Ikon | 5 Lac |
| Omni | 3 Lac | Scorpio | 3 Lac | Gen | 2 Lac |

13. Write an HTML program to create the following table:

Students Records

| Name | Subject | Marks |
| :---: | :---: | :---: |
| Arun | Java | 70 |
|  | C | 80 |
| Ashish | Java | 75 |
|  | C | 69 |

14. Create an HTML document and embed a flash movie in it.
15. With the Frameset Tag and Frame Tag Create the following Document:

| Physics.html | Welcome.html | Maths.html |
| :--- | :--- | :--- |
| Chemistry. html |  | Computer.html |
| Biology.html | Heading.html |  |
| Zoology.html |  | Acount.html |

16. Write an HTML program to create a web page with an image as background and the following text:
New Delhi
New Delhi, the capital and the third largest city of India is a fusion of the ancient and the modern. The refrains of the Muslim dynasties with its architectural delights, give the majestic ambience of the bygone era.
On the other side New Delhi, the imperial city built by British, reflect the fast paced present. The most fascinating of all is the character of Delhi which varies from the 13th present century mausoleum of the Lodi kings to ultra modern glass skyscrapers.
17. Create the following HTML form.

18. Create the following HTML form.


19. Design a Web Page, Insert an image on to the web page such that image is of height 300 and width 300 pixels. The image should have an ALT text in it.
20. Design a Html page for the following
21. Set an image as a link
22. Open a link in a new browser window
23. Jump to another part of a document (on the same page)
24. How to link to a mail message with CC, BCC and Subject Entries
25. Redirect a user to another URL after 5 seconds

## JAVASCRIPT

21. Create a script using for loop to prime $n$. between 1 and 50 .
22. Write a script to get the largest value in an array.
23. Write a function to calculate the factorial of a number (a non-negative integer).
24. Write a script to demonstrate data validation.
25. Write a program to print date using JavaScript.
26. Write a program to Sum and Multiply two numbers using JavaScript.
27. Write a program to Show use of alert, confirm and prompt box.
28. Write a program to redirect, popup and print function in JavaScript.
29. Create validation Form in JavaScript.
30. Write a JavaScript program to change background color after 5 seconds of page load.

## DHTML

31. Create a Web Page which shows the changes of header dynamically.
32. Create a Web page which explains the use of relative positioning.

Output:

Heading A
This is a paragraph

## Heading B

This is a paragraph.

## Heading C

This is a paragraph.

## Heading D

This is a paragraph.
33. Display an alert box to alert the x and y coordinates of the cursor.

Output:


34. Design a Web page to, if the user right clicks on the document area an alert box should appear instead of short-cut menu.
35. Design a Web page to display a Digital Clock.

## PHP

36. Create a script using for loop to add all the integers between 0 and 30 and display the total.
37. Create a script to construct the following pattern, using nested for loop exercises.
38. Write a PHP script to get the largest key in an array.
39. Write a function to calculate the factorial of a number (a non-negative integer).
40. Write a PHP script to check string for palindrome.

