

KADI SARVA VISHWAVIDYALAYA - GANDHINAGAR

Teaching & Examination scheme
Effective from Academic Year June 2009 onwards

BACHELOR OF COMPUTER APPLICATIONS

B C A SEMESTER-I

Sr. No./ Subject Code	Subject Title	Credit	Teaching Scheme		Exam Scheme					
			Theory/ Practical	Tut	Theory		Practical		T.W +Sessional Marks	Total Marks
					Hrs.	Max Marks	Hrs	Max Marks		
BCA101	Programming in "C"	4	3	1	3	60	-	-	40	100
BCA102	Office Automation Tools	4	3	1	3	60	-	-	40	100
BCA103	Computer Organization	4	3	1	3	60	-	-	40	100
BCA104	Fundamental Mathematics for Computer Science	4	3	1	3	60	-	-	40	100
BCA105	Communication Skills-I	4	3	1	3	60	-	-	40	100
BCA106	Practical (101)	4	4	-	-	-	3	50	50	100
BCA107	Practical (102)CF/ Word/PP/ Internet	2	2	-	-	-	2	30	20	50
BCA108	Practical (102) Excel	2	2	-	-	-	2	30	20	50
BCA109	AV Lab	2	2	-	-	-	-	-	50	50
Total			25	5						750
Total hours			30							
Total Credits of semester			30							

KADI SARVA VISHWAVIDYALAYA
BCA – SEMESTER - I
BCA 101 Programming in “C”

Rationale: To develop the basic concepts of programming using world’s most popular Middle Level Language through “C”

Learning outcomes:

- Able to create fundamentals of structure programming with basic structure
- Able to develop prog. In such a way that machine can take decision by programming
- Able to know importance of an array by real life example as well as technical problem solving.
- Able to develop functions and enrich their skill to library function and user define side.
- Able to develop a small type of data storing with File Handling
- Able to know the importance of reference process by pointer

Teaching and Evaluation Scheme: The objective of evaluation is not only to measure the performance of students, but also to motivate them for better performance. Students are evaluated on the basis of internal examinations which consist of Term Work such as class test, quizzes, class participation, home assignments, presentation, Regular Attendance (i.e. Minimum 85%), Internal marks which consist of 40 (20 Term Work + 20 Sessional Exams) marks and External marks which consist of 60 for University examination.

Sr. No./ Subject Code	Subject Title	Teaching Scheme		Exam Scheme					
		Cr.	Theory/ Practical + Tut	Theory		Practical		T.W +Sessional Marks	Total Marks
				Hrs	Max Marks	Hrs	Max Marks		
BCA101	Programming in “C”	4	3 + 1	3	60	-	-	40	100
BCA 106	Programming in “C” (Practical)	4	4	-	-	3	50	50	100

Course content :

Unit 1:
Introduction to Programming: Algorithms and Flowcharts: **[10%]**

Programs and Programming, Programming Languages, Compiler, Interpreter, Loader & Linker, Program Execution, Generations of Languages, Classification of Programming Languages, Structured Programming Concept, Algorithm & Flowchart.

No of Lectures: - 04

Unit 2:
Basics of C **[15%]**

Introduction, Basic Structure of C & Simple Programs ,C Tokens, Data Type, printf, scanf, Variable, Constants, Operators and Expressions, Precedence and Associativity of Operators, Type Conversions.

No of Lectures: - 04
No of Practical: - 05

Unit 3: Primary skill of C **[30%]**
Input and Output, Control Statements:

scanf() & printf(), Library Functions. Test Condition for Selection and Iteration, Writing Test Expression, Conditional Execution and Selection, Iteration and Repetitive Execution, Switch Statement, Looping Statements, goto. Statements, Nested Loops.

No of Lectures: - 15
No of Practical: - 15

Unit 4: Middle skill of C

Arrays and Strings, Functions, Structure, Union:

[25%]

Introduction, One-dimensional Array, Strings: One-dimensional Character Arrays, Arrays of Strings: Two dimensional. The Concept of Function, User Defined with it's types & Library Functions, Using Functions, Recursion. Introduction about structure & Union, Examples of it.

No of Lectures: -12
No of Practical: - 10

Unit 5: Advanced skill of C

Pointers, File handling, Advanced C

[20%]

Introduction, Understanding Memory Addresses, overview of Pointer, Use of Pointers, Arrays, Strings with Pointer, Dynamic Memory Allocation, Introduction, Using Files in C, Working with Text Files, Working with ,Direct File Input and Output, File of Records, Command line arguments , C Preprocessor , Directives like # define , # if .

No of Lectures: - 12
No of Practical: - 10

Total No of Theory Lectures: - 42 Hrs.

Total No of Practical Lab.: - 40 Hrs.

Practical Exercises:

- Primary programs to knowing structure (Wel come to C , Simple formatting by '\n' codes)
- Various Input output programs (like viz. enter subjects name and perct.)
- Find out maximum value from 3 input numbers with out decision making statement
- Enter 2 numbers and swap them
- Enter Basic salary calculate allowances and net salary print Grade of employee (Various exercise on decision making statements)
- Enter any number and check is it Magic or Not
- Enter any no and find prime or not
- Enter any no and check is it palindrome or not
- Enter any long number and get sum of each digit
- Write a programs for febonic series
- Write following series
1 2 2 4 8 32 N steps
- Enter any number and check is it Armstrong or not
- Enter any long number and get sum of each odd numbers
- Print multiplication table of entered number
- Create following triangles

<pre> 1 2 1 3 2 1 </pre>	<pre> A B C D E F </pre>	<pre> A B A C B A </pre>
<pre> 1 1 2 </pre>	<pre> 1 1 2 1 </pre>	<pre> C C O </pre>

1 2 3

1 2 3 2 1

C O M
C O M P
C O M P U

- Enter five different values in an array and find out value by location and location by value
- WAP to multiply 3 X 3 two matrix
- Enter five different numbers and sort in ascending and descending both
- Find out factorial number using UDF of with argument with return value type
- Create a 'Library' structure and find out only computers book list from it using structure
- Create a structure of students and print only fail student list using array of structure
- Enter five element in array and access only even numbers using pointer
- Enter and number and print multiplication table of it using pointer
- Enter 10 element in array and explain malloc & calloc function for memory allocation
- Enter your name and find out how many vowels using pointers
- Create student.txt file and enter any five students information (rno ,per) and read to print only distinction student list form that file only
- Create 'input.txt' file and calculate how many words are there

Methodology of Teaching

Classroom sessions

Proper explanation about various syntaxes

Explanation about model programs and allocates assignment programs

Recapitulation of syntaxes, definitions with some programs

Surprise test

Text Book:

- Programming in C by Pradip Dey & Manas Ghosh (Oxford)

Reference

- Programming In C by E. Balaguruswamy (TMH)
- Let us C by Yashwant Kanetkar (BPB)
- Mastering C by K. R. Venugopal & S. R. Prasad (TMH)

Teaching and Examination Scheme

UNIT	Examination Scheme %weightage	Teaching Scheme No of	
		Theory	Practical
Unit 1	10	4	0
Unit 2	15	4	5
Unit 3	30	15	15
Unit 4	25	10	10
Unit 5	20	12	10
TOTAL	100%	45	40

KADI SARVA VISHWAVIDYALAYA
BCA – SEMESTER I
BCA 102 Office Automation Tools

Rationale : It presents an overview of the technology relating to Computer System & Application Packages.

Learning outcomes:

- Having brief knowledge of Computer parts and Viruses.
- Able to know the importance of primary process of Computer with various OS.(DOS Vs Windows).
- Able to prepare various types of documentation using Word Processing S/w.
- Able to develop an excellent Spread Sheet primary process related to real life examples.
- Able to create excellent programming types of process using function and having huge statistical report with charts and other process.
- Able to develop their Presentational Skills by Power Point and it's process.
- Able to communicate through Offline email using Outlook Express and other utilities.

Teaching and Evaluation Scheme: The objective of evaluation is not only to measure the performance of students, but also to motivate them for better performance. Students are evaluated on the basis of internal examinations which consist of Term Work such as class test, quizzes, class participation, home assignments, presentation, Regular Attendance (i.e. Minimum 85%), Internal marks which consist of 40 (20 Term Work + 20 Sessional Exams) marks and External marks which consist of 60 for University examination.

Sr. No./ Subject Code	Subject Title	Teaching Scheme		Exam Scheme					
		Cr.	Theory / Practical + Tut	Theory		Practical		T.W+ Sessional Marks	Total Marks
				Hrs.	Max Marks	Hrs.	Max Marks		
BCA 102	Office Automation Tools	4	3 + 1	3	60	-	-	40	100
BCA 107	CF/Word/PPT/Internet Practical	2	2	-	-	2	30	20	50
BCA 108	Excel Practical	2	2	-	-	2	30	20	50

Course content:

PART 1: Computer Fundamentals

[30%]

Unit 1

Basics of Computer Introduction to Computer:

[05%]

Application of Computer, Characteristics of Computer ,Block Diagram of Computer.

No of Lectures: - 02

Unit 2

Computer H/W and S/W:

[15%]

Introduction to H/W and S/W, Input Devices: Keyboard, Mouse, Scanner, OCR, OMR, BCR, MICR etc.Output Devices: Monitor, Printers, Plotter, etc.Storage Devices: HDD, FDD, CDROM, DVD. Types of S/W: Application Software, System Software, Utility Software, Packages.

No of Lectures: - 04

Unit 3

Computer Memory:

[05%]

Introduction to Computer Memory, Types and Classification of Memory: Primary & Secondary Memory, Introduction to Cache Memory, Flash Memory.

No of Lectures:

- 03

Unit 4

Computer Virus

[05%]

Introduction about virus, how it spread & control, Types of virus.

No of Lectures: - 02

Part 2: PC SOFTWARE

[70%]

Unit 5

DOS & Windows,

[15%]

- What is OS? – Application of OS.
- Difference between DOS & Windows.
- Working with DOS : Internal & External commands DIR [IT'S OPTIONS] ,COPY CON, TYPE , MD, CD , RD, DELETE , COPY , PROMPT , DATE, TIME , VOL , VER, CHKDSK, XCOPY , SCANDISK , PRN , ATTRIB , FORMATetc],
- Working with Windows and its different Terminologies: Desktop , Icon , Wallpaper, Taskbar, My computer, My document , Recycle bin , Control, Find , Shutdown, Logoff.

No of Lectures: - 04

No of Practical: - 04

Unit 6: Word Processing, Spreadsheet Applications and Presentations

MS-WORD

[15%]

- Introduction to MS Word
- Basic Operation: New, Open, Save, Save As, Page Setup, Print, Print Preview, Undo, Redo, Find, Replace, Goto, Header-footer,... etc.
- Formatting Operation: Character Formatting-Font Dialog box, Paragraph Formatting, Page Formatting, Other Formatting -Bullets Numbering, Border & Shading, Change Case, Column, and Drawing Toolbar.
- Miscellaneous Operation: Comment, Hyperlink, AutoText, AutoCorrect, Macro, Spelling & Grammar, Drop Cap.
- Creating Tables and Mail Merge Application.

No of Lectures: - 04

No of Practical: - 05

MS Excel

[25%]

- Introduction to MS Excel.
- Editing, Inserting and Formatting MS Excel Spreadsheet - Autoformat, Conditional Formatting.
- Cell Referencing and its Types: Absolute, Relative, Mix Cell Referencing.
- Working with Formulas & Functions: Date & Time, Financial, Math & Trig, Statistical, Logical, Lookup and Reference, Database, Information.
- Productivity with Excel by: Table, Goal Seek, Charts.
- Analyzing data with excel by: Sort, Filter, List, Split Window, Freeze Panes.

No of Lectures: - 06

No of Practical: - 05

MS Power Point:

[10%]

- Introduction to PowerPoint, Different Views in PowerPoint.
- Creating Presentation: Add slide, Slide Design, Slide Layout, Formatting, Background.
- Special Features: Custom Animation, Slide Transition, Insert Sound & Videos...etc.

No of Lectures: - 03

No of Practical: - 04

Internet & MS Outlook

[05%]

- Introduction to internet, e-mail, search engines.
- Introduction to MS Outlook Express, Advantages of Outlook Express.
- Working with Outlook Express: Creating Account, Sending / Receiving single / group mail to/from your Inbox.

No of Lectures: - 02

No of Practical: - 02

Total No of Lecture: - 30 Hrs.

Total No of Lab : - 20 Hrs.

List of Practical:

1. Demonstration of various parts of a Computer System.
2. Working in a CUI based operating system i.e. using commands.
3. Working in a GUI based operating system i.e. Windows.
4. Performing Basic, Formatting and Miscellaneous Operations using MS Word
5. Using MS Excel, performing various calculations and analyzing data availing Formulas and Functions, Preparing Charts, Pivot table.
6. Preparing Presentation using various features of MS Power Point and will be able to develop a mini project.
7. Communicating offline i.e. Sending/Receiving Mail availing Outlook Express

Instructional Strategies:

1. Building Background
2. Direct Instruction
3. Review and check of Prior knowledge
4. Integrate topics and concepts
5. Guided Practice
6. Independent Practice
7. Demonstration using technology tools
8. Provide examples to transfer learning
9. Problem Solving

Text Book:

- Working with Personal Computer Software by R P Soni[Book India Publication]

Reference Books:

- PC Software's for Windows by TAXALI [TMH]
- Foundations of Computing by P.K. Sinha [BPB]
- Computer Science by E Balaguruswamy [TMH]

- Fundamentals of Computers by V. Rajaraman [PHI]
- Comdex Computer Course Kit by Vikas Gupta [Dream Tech]

Teaching and Examination Scheme

UNIT	Examination Scheme %weightage	Teaching Scheme No. of	
		Theory	Practical
Unit 1	05	02	00
Unit 2	15	04	00
Unit 3	05	03	00
Unit 4	05	02	00
Unit 5	15	04	04
Unit 6	55	15	16
TOTAL	100%	30	20

KADI SARVA VISHWAVIDYALAYA
BCA- SEMESTER I
BCA-103 Computer Organization

RATIONALE: Computer Organization is to enable students to have an understanding of computer organization: the internal structure and operation of a digital computer and understanding of digital circuits. The skills for assembling the computer and fault detection up to certain extent will be developed through workshops.

Learning Outcomes: The student will be able to understand:

1. Basic attributes of computer
2. numbering systems and conversion of numbering systems
3. Techniques of designing logical circuits using logical GATES
4. Computer architecture

Teaching and Evaluation Scheme: The objective of evaluation is not only to measure the performance of students, but also to motivate them for better performance. Students are evaluated on the basis of internal examinations which consist of Term Work such as class test, quizzes, class participation, home assignments, presentation, Regular Attendance (i.e. Minimum 85%), Internal marks which consist of 40 (20 Term Work + 20 Sessional Exams) marks and External marks which consist of 60 for University examination.

Sr. No./ Subject Code	Subject Title	Teaching Scheme		Exam Scheme					
		Cr.	Theory/ Practical + Tut	Theory		Practical		T.W + Sessional Marks	Total Marks
				Hrs.	Max Marks	Hrs	Max Marks		
BCA 103	Computer Organization	4	3 + 1	3	60	-	-	40	100

Unit-1 Introduction to Computer Organization

[10%]

No. of Lectures: 03

Digital computers, Basic components of digital computer, instructions, programming systems, assembly languages, high-level languages summary

Unit-2 Number systems

[15%]

No. of Lectures: 07

Binary, Octal, Decimal, Hexadecimal numbers, addition, subtraction, multiplication, division, negative numbers, use of complements to represent negative numbers, complements in other numbering system, BCD numbers, summary.

Unit-3 Boolean algebra and Mapping Methods

[20%]

No. of Lectures: 08

Fundamental concepts of Boolean algebra, AND, OR, NOT, NAND, NOR gates, logical expressions, basic laws of Boolean algebra, simplification of expression, De Morgan's Theorem, sum of product, product of sum, K-maps to simplify expression (two-variable, three-variable, four-variable), logical circuits using logical gates, summary.

Unit 4: Digital integrated circuits

[20%]

No. of Lectures: 06

Introduction, Latch, Flip-Flop, register, multiplexer, De-multiplexer, Decoder, Encoder

Unit-5: Modern Computer Organization**[15%]****No. of Lectures: 05**

Introduction, user and computer, computer organization, main memory, CPU operation, Interrupt concept, bus concept, booting sequence

Unit 6: CPU Architecture and instruction set**[20%]****No. of Lectures: 06**

Introduction, CISC and RISC, Instruction set design, addressing modes, data representation, and binary data

Text book:

- (1) Digital Computer Fundamentals (Sixth Edition) Thomas Bartee, McGraw-Hill
- (1) Computer Architecture and organization by B Govindrajalu (TMH)
- (2) Advanced microprocessor and interfacing by Badri Ram
- (3) Digital logic and computer design by M Moris Mano

Instructional Strategies:

1. Building Background
2. Direct Instruction
3. Review and check of Prior knowledge
4. Integrate topics and concepts
5. Guided Practice
6. Independent Practice
7. Demonstration using technology tools
8. Provide examples to transfer learning
9. Problem Solving

Teaching and Examination Scheme

UNIT	Examination Scheme %weightage	Teaching Scheme No. of Lecture
Unit-1	10	3
Unit-2	15	7
Unit-3	20	8
Unit-4	20	6
Unit-5	15	5
Unit-6	20	6
Total	100	35

KADI SARVA VISHWAVIDYALAYA
BCA – SEMESTER - I
BCA 104 Fundamental Mathematics for Computer Science

RATIONALE: To improve logic by Practicing with basic concepts of mathematics such as Set theory, functions, Calculus and Geometry.

Learning Outcomes: The student will be able

1. To develop analytical and problem solving skills.
2. To compare the relevance between the introduced terminology and abstract ideas.
3. To understand the practical applications of mathematics in solving problems of commerce, management & economics.

Teaching and Evaluation Scheme: The objective of evaluation is not only to measure the performance of students, but also to motivate them for better performance. Students are evaluated on the basis of internal examinations which consist of Term Work such as class test, quizzes, class participation, home assignments, presentation, Regular Attendance (i.e. Minimum 85%), Internal marks which consist of 40 (20 Term Work + 20 Sessional Exams) marks and External marks which consist of 60 for University examination.

Sr. No./ Subject Code	Subject Title	Teaching Scheme		Exam Scheme					
		Cr.	Theory/ Practical + Tut	Theory		Practical		T.W +Sessional Marks	Total Marks
				Hrs	Max Marks	Hrs	Max Marks		
BCA104	Fundamental Mathematics for Computer Science	3	3 + 1	3	60	-	-	40	100

Course Content:

Unit 1:

Basics of Mathematics:

[10%]

Overview of Mathematics – trigonometry (angle, Six Trigonometric Functions of an Acute Angle, unit circle and its representation), coordinate geometry(Point, Plane, Angles, Distance Between two Points, Midpoint of a Line Joining Two Points, The Gradient of a Line Joining Two Points, Parallel and Perpendicular Lines)

No of Lectures: 4

Unit 2:

Set Theory:

[20%]

Introduction, Definition and Concepts, Representation of Sets, Finite Sets, Infinite Sets (Definition), Set Operations : Union, Intersection, Addition theorem, difference, Symmetric difference, De' Morgan's Law (with proof), Subsets, Power Sets, Partitions Sets and Van Diagrams.

No of Lectures: 8

Unit 3:

Function, Sequence, Series:

[25%]

Definition, Domain and Range, Linear and Quadratic functions, Application to Break Even Analysis, Recursive functions: Definition and Examples

Sequences (Definition, Types of Sequence, Arithmetic Progression, Geometric Progression),
Series (Definitions, Different between sequences and series, Types of Series, to find nth term and
sum of n terms of an A.P.)

No of Lectures: 9

Unit 4:**Matrices:****[25%]**

Introduction, Operations on Matrices, Computations of Inverse, Solution of Simultaneous Linear Equations using Cramer's Rule, Gauss elimination Method, Matrix Inverse Method.

No of Lectures: 8**Unit 5:****Preliminaries of Statistics:****[20%]**

Central tendency (Mean, Median, Mode), dispersion (Range, Quartiles, Deciles, Percentiles, Standard Deviation, Coefficient of Variance), probability (General Idea and simple Examples)

No of Lectures: 9**Total No of Theory Lectures: - 38 Hrs.****Text Books and References:**

1. ADVANCED MATHEMATICS
By: Heena Timani
2. DISCRETE MATHEMATICAL STRUCTURE [3RD ED.]
BY: BERNARD, KOLMAN, ROBERT C. BUSBY AND SHARON ROASS –
PRINTICE –HALL OF INDIA
3. THE ESSENCE OF MATHEMATICS FOR BUSINESS
BY: H.A.SPOONER AND D.A.L.WILSON - PRINTICE-HALL OF INDIA.
4. BUSINESS MATHEMATICS
BY: J.K SINGH-Himalaya publications
5. STATISTICS
By: S.P Gupta

Instructional Strategies:

1. Building Background
2. Direct Instruction
3. Review and check of Prior knowledge
4. Integrate topics and concepts
5. Guided Practice
6. Independent Practice
7. Demonstration using technology tools
8. Provide examples to transfer learning
9. Problem Solving.

Teaching and Examination Scheme

UNIT	Examination Scheme % weight age	Teaching Scheme No of Lecture
Unit 1	10	4
Unit 2	20	8

Unit 3	25	9
Unit 4	25	8
Unit 5	20	9
Total	100	38

KADI SARVA VISHWAVIDYALAYA
BCA – SEMESTER - I
BCA 105 Communication Skills-I

Rationale:-Communication is a dynamic human activity and must keep pace with people's life style, business and occupations. As English is considered as a window to the world, it has become an essential part of communication.

The course has been devised which can help the students to develop their linguistic skills-listening, speaking, reading and writing. It also makes them communicate well in English that includes oral as well as written communication. It proves to be an effective and useful tool as it motivates the student to participate in presentation, group discussions, debates etc...

Learning outcome:-

The student will be able to-

1. Make them communicate effectively in all the areas of life.
2. Consolidate the command of basic words.
3. Learn new words as well as the meaning of the new words.
4. Get into some of processes of word-formation in English.
5. Acquaint students with all the important idiomatic expressions.
6. Enrich their vocabulary skills.
7. Give them opportunity of creative and imaginative thinking by giving them group tasks and activities.

Teaching and Evaluation Scheme: The objective of evaluation is not only to measure the performance of students, but also to motivate them for better performance. Students are evaluated on the basis of internal examinations which consist of Term Work such as class test, quizzes, class participation, home assignments, presentation, Regular Attendance (i.e. Minimum 85%), Internal marks which consist of 40 (20 Term Work + 20 Sessional Exams) marks and External marks which consist of 60 for University examination.

Sr. No./ Subject Code	Subject Title	Teaching Scheme		Exam Scheme					
		Cr.	Theory/ Practical + Tut	Theory		Practical		T.W +Sessional Marks	Total Marks
				Hrs	Max Marks	Hrs	Max Marks		
BCA 105	Communication Skills-I	4	3 + 1	3	60	-	-	40	100

Course Content

Unit 1:- Basic Communication Skills

[20%]

1. Questioning Skills
2. Feedback Skills
3. Telephone Skills
4. Conversation Skills

No. of Lectures: 9

Unit 2:- Effective Communication

[20%]

1. Meaning of communication
2. Importance of communication
3. Process of communication
4. Seven C's of communication
5. Channels of Communication
6. Barriers to effective communication
7. Importance of feedback

No. of Lectures: 8

Unit 3:- Listening Skills**[15%]**

1. Meaning
2. Nature
3. importance of listening
4. Barriers in listening

No. of Lectures: 3**Unit 4:- Verbal and Non verbal communication****[25%]**

1. Types of Verbal Communication
2. Advantages/ disadvantages of Verbal Communication
3. Media of Verbal Communication
4. Types of Non-verbal communication
5. Importance of Non-verbal communication
6. Interview Skills(Meaning, Purpose and Types)

No. of Lectures: 9**Unit 5:- Workbook****[20%]**

1. Short stories and passages
2. Reading Comprehension
3. Dialogue writing(situational)
4. Analyze and views on the story/passage

No. of Lectures: 5**Total No of Theory Lectures: - 35 Hrs.****REFERENCE BOOKS**

- English Online, Mohanraj & Mohanrah, Orient Longman
- The Good Grammar Book Swan M & Catherine Walter, Oxford
- Basic Communication Skills for Technology, Andrea Rutherford, Person
- English Grammar Composition and Effective Business Communication, Pink and Thomas, S Chand
- Business Communication, Meenakshi Raman & Sangeeta Sharma, Oxford
- Basic English Usage, Michael Swan, Oxford
- Oxford Business English Dictionary, Oxford
- New Avenues, Orient Longman
- Technical Communication: Principles and Practice, Meenakshi Raman & Sangeeta Sharma, Oxford
- Selections from English Prose, Oxford

Teaching and Examination Scheme

UNIT	Examination Scheme %weightage	Teaching Scheme No. of Lecture
Unit 1	20	9
Unit 2	15	8
Unit 3	25	8
Unit 4	20	8

Unit 5	20	5
Total	100	35

KADI SARVA VISHWAVIDYALAYA
BCA – SEMESTER - I
BCA 109 AV Lab
(Audio-Visual Lab)

Rationale: - In today's world English is not essential but is also considered as a part and partial of our life. It is rightly said that- "Language is not to be taught but to be caught". Keeping this aspect in mind we have to establish an AV Lab to serve the purpose. The aim is to come out of the normal chalk-talk method and do something different so that students not only learn and know the language but also speak the language. These activities will motivate them to speak in English.

Learning outcome:-

- 1) To improve their listening, speaking and writing skills.
- 2) To correct their pronunciation and make them aware with vocabulary.
- 3) To enhance their communication (conversational) skills.
- 4) Develop their convincing, negotiating, personality, team-work and leadership skills.
- 5) To acquaint and train them for interview, presentation, group discussion, debate etc.

Teaching and Evaluation Scheme: The objective of evaluation is not only to measure the performance of students, but also to motivate them for better performance. Students are evaluated on the basis of internal examinations which consist of Term Work such as class test, quizzes, class participation, home assignments, presentation, Regular Attendance (i.e. Minimum 85%), Internal marks which consist of 50 will be evaluated for the submission to the University.

Sr. No./ Subject Code	Subject Title	Teaching Scheme		Internal Evaluation					
		Cr.	Theory/ Practical + Tut	Theory		Practical		T.W +Sessional Marks	Total Marks
				Hrs	Max Marks	Hrs	Max Marks		
BCA 109	AV Lab (Audio-Visual)	2	2	-	-	-	-	50	50

Note: - There will be continuous internal evaluation in this on the basis of practical and various activities designed for AV Lab.

Course Objectives:-

- 1) Improving Listening skills (with Audio-Visual aids)
- 2) Oral/verbal communication
 - Developing soft skills (personality development, etiquettes' etc.)
 - Develop interview skills
 - Delivering presentation and speech
 - Dealing with various situations
- 3) Imparting Technical Knowledge
 - Hardware knowledge

➤ Software Knowledge

Planning and Execution

The activities are designed considering the need and demand of the industry. Students are divided into group of 10. The duties are allocated to Leader and Co-leader. Monthly feedback is taken from them about the performance of students. The AV Lab Incharge monitors and guides them for various activities designed for students. Thus, on the basis of this Continuous Evaluation is done and so each student's progress is evaluated.

AV LAB
List of Activities for 2009-10

Sr. No.	List of Activities
1.	Listening CD's and filling the questionnaire based on CD
2.	Discussing newspaper articles
3.	Plays in English
4.	Group discussion
5.	Developing personality
6.	Picture-story
7.	Picture description
8.	Subject related CD's
9.	Extempore
10.	News reading/ thought for the day
11.	Problem solving(dealing with various situation)
12.	Typing skills
13.	Jumbling words (games)

Instructional Strategies:

- 1) Improving Listening skills
- 2) Building Background
- 3) Direct Instruction
- 4) Review and check of Prior knowledge
- 5) Integrate topics and concepts
- 6) Guided Practice
- 7) Independent Practice
- 8) Demonstration using technology tools
- 9) Problem Solving.

