

3609 - INFORMATION TECHNOLOGY FOR BUSINESS- I									
Teaching Schedule Per Week			Progressive Assessment	Examination Schedule (Marks)					
Lectures	Practical	Credits		Theory		Practical Ex.		Total	
2	2	4	25	3Hrs	100	50		175	
Pre-requisite		Source	Semester	Theory	Test	Total	TW	PR	Gr Total
		MOP		-	-	-	50	100	150

**RATIONALE:** Internet has become an inseparable part of everyone's life. So the knowledge of internet plays a dominant role in the management of organisation. This subject covers the basic needs of a wide range of computer users. It is designed to provide all the essential information, student will need, to get the most from the Internet while at the same time expecting the students in developing basic web pages for organisation.

#### COURSE CONTENT

	Hrs	Mks
<b>1. IMPORTANCE OF INTERNET AND HARDWARE</b>	4	15
Importance of internet, Issues related to security Hardware for internet: 1. CPU, 2. The bus, 3. RAM, 4. ROM BIOS, 5. Mother Board, 6. Hard disks/floppy disks/DVDS, 7. Parallel/serial/USB		
<b>2. ON LINE SERVICES AND THE INTERNET</b>	2	10
1. Trace the history of the world wide web, 2. Identify the differences between commercial on-line services and the internet, 3. Describe the major services of internet, 4. Identify the major roles of browsers and search engines, 5. Connecting to the Internet: Kinds of internet connection, Installing and configuring a modem, Setting up Windows dial up Networking, Alternative connection methods		
<b>3. USING E-MAIL</b>	2	5
1. Running the E-Mail program, 2. Send mail, 3. Read incoming mail, 4. Detecting mail, 5. Sending mail to people on other networks, 6. Replying to the mail, 7. Using E-Mail via on - line services, AOL, Compuserve, M.S.N, 8. Working with popular E-mail programs:- Endora, Microsoft Exchange or Outlook, Netscape messenger, pegasus mail, 9. Sending mail to more than one people, 10. Sending files via E-Mail, 11. Checking spelling, 12. Attaching a signature, 13. Dealing with E-Mail from several accounts, 14. Managing the Address book.		
<b>4. INTRODUCTION TO WEB BROWSING</b>	4	10
1. Web Addresses, 2. Web Browser Basics:- Reading a page in a web Browser, Following a link, Saving or mailing a document, Clicking image maps, Dealing with frames, Browsing an Internet, 3. Storing and managing your favourite web sites as book marks, 4. Changing your start page, 5. Getting to the web via on-line services:- AOL, Compuserve, MSN, 6. Surfing with Web Browser, 7. Microsoft Internet Explorer:- Starting Internet Explorer, Study the components of Internet, Viewing various file types, 8. Netscape Navigator:- Starting Internet Explorer, Opening a document, Jumping back and forth while viewing a document, Quitting the Netscape Navigator.		
<b>5. SEARCHING THE WEB</b>	4	10
1. Performing a search in your Browser, 2. Search the web keyboard, 3. Search web by category, 4. Finding people on Internet, 5. Searching through newsgroups:- Creating and sending news articles, Reading News on AOL		
<b>6. OTHER INTERNET RELATED TOOLS</b>	4	10
1. Using FTP Clients using Telnet Clients, 2. Running Diagnostic tool, 3. Playing premium games, 4. Hunting for Bargains, 5. Chatting with internet.		

### 7. CREATING YOUR OWN WEB PAGES

8 20

Introduction to web pages & HTML:- Viewing HTML pages, HTML elements & tags, The Essentials of web page, Learning HTML, Adding structure to the page, Formatting text & pages, Linking pages to the world, Including pictures in a page, Creating the lists, Arranging Items within a page, Splitting pages into frames.

Planning a web site, 3. Understanding the elements of the page design,

4. Elements of HTML:- Creating HTML code, Learning the basic structure elements of HTML, Learning the two categories of Body elements, Creating your first real HTML page, Viewing pages in different Browsers, HTML rules of Nesting.

5. Introduction to reading web pages, using front-page express.

### 8. INTERNET ADDRESSING AND PROTOCOLS

2 10

1. I.P. Addresses, 2 Domain name, 3. Uniform resource locator (URL), 4. Transmission Control, 5. File transfer protocol (FTP), 6. HTTP, 7. Telnet, 8. Gopher.

### 9. COMMUNICATION SYSTEMS

2 10

Elements of communication systems, Source of product of communication system:-

1. Leased line, Telephone, Dial up, Wireless. 2. Types of communication – Digital and Analog, 3. Advantages and Disadvantages of Digital and Analog Communication

Communication Media:- Speed and Capacity, Twister pair, co-axial, Fibre Optics, Communication Network Components:- Host and Server, Terminal or Work Station, Modem.

**Total**

32 100

### REFERENCE BOOKS

1. INTERNET FOR EVERYONE – Mathews Leon Cvikas Publishing, New Delhi.
2. The ABC's of the Internet – Christian Crumlish (BPB).
3. Information Technology – Dennis – P Curtin.
4. HTML Reference – BPB publication.
5. Internet Complete – BPB publication.

