

NORTH MAHARASHTRA UNIVERSITY, JALGAON

Syllabus for F.Y.B.Com.

Introduction to Computer & Quantitative Methods

(w.e.f. June, 1997)

A) Introduction to Computer

50 Marks

1. Introduction :

i) Basic computing machine - Block Diagram - Types of computer:

Micro, Mini, Main frame, Pentium.

3 L

ii) Terms - Hardware, Software, RAM, ROM, Operating system.

3 L

2. Input/Output, Floppy Disk, Magnetic, Printers, CD-ROM.

3 L

3. Data Representation - Number system (Decimal, Binary)

Codification of data - Binary codes BCD, EBCDIC, ASCII.

3 L

4. Flow charts - Meaning - Symbols - Some examples

3 L

5. WordStar :

Introduction : WS Package, Uses, Starting WS, Main Menu  
Commands, D-document, N-nondocument, P-print, X-exit,  
L,C,E,O,Y,F,R command.

3 L

6. Creating a file : Typing text, Saving a file, Printing file.

2 L

7. Editing Text : Cursor movement command, Up arrow or ^E, Down  
arrow or ^X, Left arrow or ^S, Right arrow or ^D, Word left

^A, Word right ^F

Scrolling commands : Pg Up or ^R, Pg Dn or ^C, Upline ^W,

Downline ^Z

Erase & Unerase : Word, Line, Character. Inserting a line.

3 L

8. Quick Movement Command :

^QE, ^QO, ^QX, ^QF, ^QB, ^QC

Block Commands :

^KB, ^KK, ^KR, ^KW, ^KO, ^KV, ^KY, ^KH, ^KN

Save Commands :

^KS, ^KX, ^KD, ^KQ,

Unscreen commands ^OL, ^OR, ^OC, ^OD,

Print Commands :

^PB, ^PX, ^PD, ^PY etc.

4 L

PRACTICALS

1. Introduction to Machine : Computer System, Familiarity of different units.
2. Directory Commands : DIR, CD, MD, RM.
3. Other Commands : TYPE, COPY, RENAME, DELETE, CLS.
4. External Commands : ;FORMAT, DISK COPY, CHKDSK, LABEL etc.
5. Starting WordStar (WS) : Entering simple text. Use of cursor movement, commands & saving text.
6. Opening text : Use of editing commands, Quick & Block command.
7. Creation of simple letter, use on screen commands & print commands.
8. Entering data in the given table layout.

NOTE : It is expected that :

- a) 12 theory lectures in each term be allocated to class room teaching .
- b) 12 practical lectures in each term be allocated to practicals.
- c) Batchsize & Hardware requirement be specified. It is proposed that two students per terminal be allocated.

(B) Quantitative Methods :

50 Marks

1. Commercial Arithmetics :  
Ratio, Proportion & Partnership, Profit & loss, Calculation of interest on product methods. 6 L
2. Introduction to Mathematical Logic :  
Proposition, Conjunction, Disjunction, Implication, Equivalence, Equivalence of Logical Statements, Law of excluded middle, Truth table, Tautology & contradiction, Simple problems only. 8 L
3. Permutation & Combination :  
Concept of Permutation & Combination, Simple practical problems on use of formulae  $nPr$  &  $nCr$ . Proofs of above formulae are not expected. 6 L
4. Introduction to Statistics :  
Concepts of population, Sample data, Primary data, Secondary data, Variable, Attribute, Frequency distribution. 6 L
5. Business Diagrams :  
Simple bar diagram, Multiple bar diagram, Percentage bar diagram, Pi diagram. 4 L
6. Concept of Averages & Dispersion :  
Mean, variance, Standard deviation, Coefficient of variation, Combined & combined S.D. (Only for 2 groups). 8 L
7. Index Numbers :  
Meaning of Index Number, Type of Index Numbers, Price Quantity, Value Index Numbers, Caspayres, Peaches & Fishers Index Numbers. 8 L

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