**General & Human Anatomy, Physiology –II BVOMLT-207**

**Unit I**

Endocrine System: Various endocrine glands. Thyroid. Parathyroid. Adrenal glands pituitary pancreas. Thymus and sex glands.( detail function of each gland & clinical significance)

Reproductive System. Male & female Reproductive organs.(name & function)

Nervous System.: Parts of brain, spinal cord, peripheral nerves.(function)

Basics of Human Physiology-II

**Unit II**

Excretory Systems:. Structure & function of kidney and urinary bladder. Mechanism of urine formation. disorders of kidney.

Reproductive Systems: Physiology of reproductive organs.

Nervous System: Neurone & its function,.

**Unit III**

Basics of Computer Skills

Data, information, properties , Types of information. Computing files, internet, server. Introduction to computer: Introduction to associated terms like CPU, storage devices, peripherals output & input devices etc.

MS WORD: Basic. Making new document, editing.formating the text (text: border,color, spacing,copying the text, undo,Redo,repeate) Formatting: Paragraph alignment,( line spacing, paragraph spacing, paragrph indents) Borders paragraph border, shading. Spelling and grammar,

COLUMNS: typing text by defining columns, converting text to column & columns to text

TABLES: selecting the table, insertion of raw .columns text ,merging the cell converting table to text and text to table insert date ,time, foot notes header footer, end notes. MS WINDOW: making new file, folders. Saving data