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FIRST SEMESTER

English (Compulsory) – A
: **BCA-16-101**

L	T	P	Cr	
6	-	-	3	

External Marks: 65
Internal Marks: 10

Time Duration: 3 Hrs. Number of Lectures : 60

Semester I

Book Prescribed: **Colours of Expression** by Harbhajan Singh published by Publication Bureau, Panjab University, Chandigarh

Section A

1) **Short Stories** (1& 2)
One essay type question on summary/Character/Incident (one out of two with internal choice)
10 marks

II) **Prose (1 to 3)**
Long essay type question on Summary/Theme(one out of two with internal choice)
10 marks

III) **Poetry** (1 to 6) **15 marks**
Summary (one out of two with internal choice) **5 marks**
Short Questions (two out of three) **5 marks**
Reference to the Context (one out of two with internal choice) **5 marks**

Section B

1) Word formation from Prose and Stories and their use in sentences (5 out of 8)
10 marks

2) Use of textual words and idioms in sentences (5 out of 8) **10 marks**

3) Translation from Hindi/Punjabi to English **5 marks**
(a small Paragraph)

OR

For Foreign Students (Paraphrase of Poetry Passage)

4) Official, Business and Letters to the Editors **5 marks**

Fundamentals of Mathematical Statistics
: **BCA-16-102**

L	T	P	Cr	External Marks: 65
6	1	-	3	Internal Marks: 10

Time Duration: 3 Hrs. Number of Lectures : 60

Objective: To teach the students the basic techniques of Statistical Methods. After completing this course students will be able to solve various Financial, Scientific and Engineering fields' problems.

Note :

i. The Question Paper will consist of Four Units.
ii. Examiner will set total of **NINE** questions comprising **TWO** questions from each Unit and **ONE** compulsory question of short answer type covering whole syllabi.
iii. The students are required to attempt **ONE** question from each Unit and the Compulsory question.
iv. All questions carry equal marks unless specified.
v. **The student can use only Basic (Non-programmable) type of Calculator.**
vi. **Log tables are allowed. Students may be provided the same for computation.**

UNIT - I

Basic Statistics: Types of Statistics, Different Statistical Techniques, Steps in Statistical Investigation, Uses and Limitations of statistics, Collection of Data: Sources of collecting primary and Secondary Data, Limitations of Secondary Data, Criteria of evaluating secondary data, Organization of data, Graphs of Grouped Frequency Distribution, Tabulation of Data, Parts of Table

Measures of Central Tendency: Kinds of measures of central tendency (statistical averages or averages):

Arithmetic Mean: Simple Arithmetic Mean, Methods of calculating Simple Arithmetic Mean, Arithmetic Mean in case of Individual Series, Discrete series and continuous series, Weighted Arithmetic Mean, Combined Arithmetic Mean.

Geometric Mean: Simple Geometric Mean, Methods of calculating Simple Geometric Mean, Geometric Mean in case of Individual Series, Discrete series and continuous series, Weighted Geometric Mean, Combined Geometric Mean.

Harmonic Mean: Simple Harmonic Mean, Methods of calculating Simple Harmonic Mean, Harmonic Mean in case of Individual, Discrete series and continuous series, Weighted Harmonic Mean, Combined Harmonic Mean.

UNIT - II

Median: Methods of Calculating Median in case of Individual, Discrete series and continuous series

Partition Value: Quartile, Quintiles, Hexiles, Septiles, Octiles, Deciles, Percentiles

Mode: Methods of Calculating Mode in case of Individual Series, Discrete series and continuous series

Range: Computation of Range, Inter Quartile Range, Computation of Inter Quartile Range, Percentile Range and Computation of Percentile Range.

Mean Deviation, Computation of Mean Deviation, Standard Deviation, Calculation of Standard Deviation, Variance, Calculation of Standard Deviation for individual Series, Discrete Series and Continuous Series, Coefficient of Standard Deviation and coefficient of variation, Combined Standard Deviation, Correcting incorrect Standard Deviation

UNIT - III

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Correlation Analysis : Correlation Analysis: Definition, Types of Correlation: Positive, Negative, Simple, Multiple, Partial, Total, Linear and Non-Linear. Need of Correlation Analysis, Correlation and Causation, Techniques for Measuring Correlation: Scatter Diagram Method, Graphic Method, Karl Pearson's Coefficient of Correlation: Correcting incorrect coefficient of correlation, calculating Karl Pearson's coefficient of correlation in case of grouped series, Probable Error, Coefficient of Determination, Spearman's coefficient of Correlation (Rank correlation): Calculation of Correct Coefficient of rank correlation, Difference between Rank Coefficient and Karl Pearson's coefficient of coefficient, Coefficient of concurrent deviation.

UNIT - IV

Regression Analysis (Linear Regression): Definition, Difference between Correlation and Regression, Types of Regression Analysis: Simple, Multiple, Partial, Total, Linear and Non-Linear, Objectives of Regression Analysis, Methods of obtaining regression analysis: Regression Lines, Regression Equations. Methods of obtaining regression equations: Normal Equations and Regression Coefficient, Properties of Regression Coefficient, Standard Error of Estimate, Regression Coefficient in case of Grouped Data, Uses of Regression Analysis and Limitations of Regression Analysis.

Suggested Readings:

1. Gupta S.C, Kapoor V.K. : Fundamentals of mathematical Statistics, Sultan Chand & Sons.
2. Gupta, S.P., 2003 : Statistical Methods, S. Chand.
3. Affi, A.A, 1979 : Statistical Analysis: A Computer Oriented Approach, Academic Press, Inc.

Computer Fundamentals and Computing Software
: **BCA-16-103**

L	T	P	Cr	
6	-	-	3	

External Marks: 65
Internal Marks: 10

Time Duration: 3 Hrs. Number of Lectures : 60

Objectives: The objective of this course is to familiarize students with complete Fundamentals and the packages commonly used in computing software.

Note :

i. The Question Paper will consist of Four Units.
ii. Examiner will set total of **NINE** questions comprising **TWO** questions from each Unit and **ONE** compulsory question of short answer type covering whole syllabi.
iii. The students are required to attempt **ONE** question from each Unit and the Compulsory question.
iv. All questions carry equal marks unless specified.

UNIT - I

Computer Appreciation: Introduction to computers, characteristics of computer; History of computers; Classification of computers on size: (Micro, Mini, Mainframe and super computers), Working Principles, Generations; Applications of computers; commonly used terms–Hardware, Software, Firmware. Basic Computer Organization: Block diagram of computer system, Input unit, Processing Unit and Output Unit; Description of Computer input devices: Keyboard, Mouse, Trackball, Pen, Touch screens, Scanner, Digital Camera; Output devices: Monitors, Printers, Plotters.

Computer Memory: Representation of information: BIT, BYTE, Memory, Memory size; Units of measurement of storage; Main memory: Storage evaluation criteria, main memory organization, RAM, ROM, PROM, EPROM; Secondary storage devices: Sequential Access Memory, Direct Access Memory Magnetic Tapes, Magnetic disks, Optical disks: CD, DVD; Memory storage devices: Flash Drive, Memory card;

Types of software: System and Application software; Programming Languages: Generation of Languages; Translators - Interpreters, Compilers, Assemblers and their comparison.

UNIT - II

Understanding Operating System using DOS : Introduction to operating systems and its functions, DOS and versions of DOS, Booting sequence; Warm and Cold Boot; Concepts of files and directories, Redirecting command input and output using pipes, Wildcard characters, Types of DOS commands: Internal and External; Internal Commands: DIR, MD, CD, CLS, COPY, DATE, DEL, PATH, PROMPT, REN, RD, TIME, TYPE, VER, VOL; External Commands: XCOPY, ATTRIB, BACKUP, RESTORE, FIND, SYS, FORMAT, CHKDSK, DISKCOPY, LABEL, MOVE, TREE, DELTREE, DEFRAG, SCANDISK, UNDELETE. Batch Files: Introduction to simple batch files; Introduction to CONFIG.SYS and AUTOEXEC.BAT files.

Understanding Graphical User Interface using Windows: Fundamentals of Windows, Types of Windows, Anatomy of windows, Icons, Recycle bin, Operations on Folders, Registry of Windows: Basics, Editing; Control panel.

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UNIT - III

Word Processing Package: Opening, saving and closing an existing document; renaming and deleting files; Using styles and templates: Introduction to templates and styles; applying, modifying and creating new (custom) styles; using a template to create a document, creating a template, editing a template, organizing templates, examples of style use, Changing document views, Moving quickly through a document, Working with text: select, cut, copy, paste, find and replace, inserting special characters, setting tab stops and indents, Checking spelling and Grammar, Autocorrect, Using built-in language tools, word completion, Autotext, Formatting text: Using Styles, formatting paragraphs, formatting characters, auto-formatting, creating lists; Formatting pages: Using layout methods, creating headers and footers, Numbering pages, Changing page margins, Adding comments to a document, Creating a table of contents, Creating indexes and bibliographies, Printing a document, Using mail merge, Tracking changes to a document, Using fields, Linking to another part of a document, Using master documents, Creating fill-in forms.

UNIT - IV

Spreadsheet Package: Introduction to Spreadsheets, sheets and cells; Opening and saving spreadsheet files; Working with sheets: inserting new sheet, deleting and renaming sheets, Viewing a spreadsheet: freezing rows and columns, splitting screen, Entering data: cell referencing, formatting cells, entering numbers, entering numbers as text, entering formulae, entering date and time, deactivating automatic changes, Speeding up data entry: using fill tool, fill series, defining fill series, Validating cell contents, Formatting data: formatting text, numbers, cells, Autoformatting cells and sheets, defining new autoformat, Using conditional formatting, Hiding and showing data, Sorting records, Printing a spreadsheet document: using print ranges, page formats, inserting page breaks, headers and footers; Working with Graphs and Charts : Creating Embedded Chart, formatting chart: Changing chart types, adding Titles, Legends and Gridlines, Printing Charts; Adding database functions: defining database ranges, sorting, filtering and grouping database ranges; Evaluating data: using DataPilot; Functions and Macros: using and editing existing macro, Creating Macros, Recording Macros, Running Macros.

Presentation Packages: Basics of creating a presentation, Parts of main window, workspace views, creating a presentation, Incorporation of Animation.

Note: Any word processing, spreadsheet and presentation package may be used. Focus should be on open source software's.

Suggested Readings:

1. Basandra, S.K. : Computers Today, Galgotia.
2. Sinha P.K. & Sinha Priti : Computer Fundamentals, BPB Publications
3. Mathur Rajiv, 1995: DOS 6.2 Quick Reference, Galgotia.
4. OOoAuthors Team : Getting Started with OpenOffice.org 3.3, Friends of OpenDocument
5. Singleton, Roderick G.: OpenOffice.org User Guide.

Problem Solving Through C
: **BCA-16-104**

L	T	P	Cr	External Marks: 65
6	-	-	3	Internal Marks: 10

Time Duration: 3 Hrs. Number of Lectures : 60

Objective: The objective of this course is to make the student understand programming language concepts, mainly control structures, reading a set of data, stepwise refinement, function and arrays. After completion of this course, the student is expected to analyze the real life problem and write programs in 'C' language to solve problems. The main emphasis of the course is on problem solving aspect.

Note :

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iii. The students are required to attempt **ONE** question from each Unit and the Compulsory question.
iv. All questions carry equal marks unless specified.

UNIT - I

Programming Process: Steps in developing of a program, Data Flow Diagram, Decision Table, Algorithm development, Flowchart, Pseudo Code, Testing and Debugging.
Fundamentals of C Languages: History of C, Character Set, Identifiers and Keywords, Constants, Types of C Constants, Rules for Constructing Integer, Real and character Constants, Variables, Data Types, rules for constructing variables.
Operators and Expressions: C Instructions, Arithmetic operators, Relational operators, Logical operators, Assignment Operators, Type Conversion in Assignments, Hierarchy of Operations, Standard and Formatted Statements, Structure of a C program , Compilation and Execution.

UNIT - II

Decision Control Structure: Decision making with IF-statement, IF-Else and Nested IF-Else, The else if Clause.
Loop Control Structure: While and do-while, for loop and Nested for loop,
Case Control Structure: Decision using switch, Thegoto statement.
Functions: Library functions and user defined functions, Global and Local variables, Function Declaration, Calling and definition of function, Methods of parameter passing to functions, recursion, Storage Classes in C.

UNIT - III

Arrays: Introduction, Array declaration, Accessing values in an array, Initializing values in an array, Single and Two Dimensional Arrays, Initializing a 2-Dimensional Array, Memory Map of a 2-Dimensional Array, Passing array elements to a function: Call by value and call by reference, Arrays of characters, Insertion and deletion operations, Searching the elements in an array, Using matrices in arrays, Passing an Entire Array to a Function.

Pointers: Pointer declaration, Address operator "&", Indirection operator "*", Pointer and arrays, Pointers and 2-Dimensional Arrays, Pointer to an Array, Passing 2-D array to a Function, Array of Pointers.
Dynamic Memory Allocation: malloc(), calloc(), realloc(), free() functions.

UNIT - IV

String Manipulation in C: Declaring and Initializing string variables, Reading and writing strings, String Handlingfunctions(strlen(), strcpy(), strcmp(), strcat()).
Structures and Unions: Declaration of structures, Structure Initialization, Accessing structure members, Arrays of structure, Nested structures, Structure with pointers, Union.
Files in C: Introduction, Opening and Closing files, Basic I/O operation on files.

Suggested Readings:

Essential :

1. Yashavant P. Kanetkar : Let us C, BPB Publications, New Delhi.

Further Reading:

2. Salaria, R.S. : Test Your Skills in C, Salaria Publications, New Delhi.
3. C. Balaguruswami : Programming with C Language, Tata McGraw Hill, New Delhi.
4. Byron S. Gottfried : Programming in C, McGraw Hills Publishers, New York.
5. M.T. Somashekara : Programming in C, Prentice Hall of India.