Course Outcome (COs)

Class	Subject/Course	Course Outcome
F.Y.B.A	**Elements of Information Technology-I**	**Students will be to:** • work with the basic features of Word. • create a new document. • work with a document. • display documents using various views. • select and work with text in a document. • use a range of font formatting techniques. • format paragraphs. • work effectively with features that affect the page layout of your document. • Examine spreadsheet concepts and explore the Microsoft Office Excel environment. • Create, open and view a workbook. • Save and print workbooks. • Enter and edit data. • Modify a worksheet and workbook. • Work with cell references. • Learn to use functions and formulas. • Create and edit charts and graphics. • Examine slide show presentation concepts and explore the Microsoft Office PowerPoint environment. • Create a new presentation. • Modify presentation themes. • Add and edit text to slides. • Add new slides to a presentation. • Insert clipart images and shapes to slides. • Insert and modify tables and charts

S.Y.B.A	**Elements Of Information Technology-II**	**Students will be to:** • Able to understand different of internet connectivity options. • Able to works on browsers. • Able to search information through search engines. • Able to do following internet services web browsing, email facility. • Able to create simple web pages. • Able to understand organization of websites and development of web designing.
T.Y.B.A	**Computer Knowledge & Applications-I**	**Students will be to:** • To familiarize the students with web contents creation. • To understand the use of Graphics. • Able to know the how to deploy graphical content in web site. • To acquire the basic knowledge of Animation. • Able to understand different commands of Corel Draw. • Able to use Photoshop commands skillfully. • Able to create simple animation.

F.Y.B.A : Elements Of Information Technology-I

Course Outcomes-

Students Will Be-

➤ Microsoft word 2010

- work with the basic features of Word.create a new document.
- work with a document.
- display documents using various views.
- select and work with text in a document.
- use a range of font formatting techniques.
- format paragraphs.
- work effectively with features that affect the page layout of your document.

➤ Microsoft Excel 2010

- Examine spreadsheet concepts and explore the Microsoft Office Excel environment .
- Create, open and view a workbook.
- Save and print workbooks.
- Enter and edit data.
- Modify a worksheet and workbook.
- Work with cell references.
- Learn to use functions and formulas.
- Create and edit charts and graphics.

➤ Microsoft PowerPoint 2010

- Identify the names and functions of the PowerPoint interface.

- Create, edit, save, and print presentations.
- Format presentations.
- Add a graphic to a presentation.
- Create and manipulate simple slide shows with outlines and notes.

➢ Document Distribution With. PDF Files Lectures
- Introduction,open an existing document.
- Adjusting view of document.
- Commenting tools,Document security & digital signature,file attachments.

➢ Introduction to Internet Applications
- History & Growth of internet.
- Anatomy of internet.
- Working of internet applications:e-mails,blogs

S.Y.B.A : Elements Of Information Technology-II

Course Outcomes-

Students Will Be:

➢ Introduction To Internet Technology
- Able to understand different of internet connectivity options.
- Able to works on browsers.
- Able to search information through search engines.
- Able to do following internet services web browsing, email facility.
- Able to create simple web pages.
- Able to understand organization of websites and development of web designing.

➢ Internet Services
- Electronic mail used to send electronic message over the internet.
- Talnet used to log on to a remote computer that is attached to internet.

- Internet web browser Microsoft internet explorer,Mozilla firefox,google chrome.
- Offers real time chat between individuals and group of people Eg.Yahoo,google scholar,bing,steps for searching information.

➤ Web Designing Using HTML
- Be able to use the HTML programming language.
- Resolves written HTML codes.
- Runs the page he/she has designed using HTML codes.
- Be able to use the Design Programs.
- Uses Microsoft Expression Web 4 programme.
- Designs site and page via Microsoft Expression Web 4 programme.
- Uses the program Web Page Maker.

➤ Introduction To URL and study Of Web sites
- Designs site and page via Microsoft Expression Web 4 programme.
- Uses the program Web Page Maker.
- Designs site and page via Web Page Maker programme.
- Publishes the site he/she designed.
- Uses Domain Name and services.
- Be able to make changes on the Site.
- Updates on the site when needed.

T.Y.B.A : Computer Knowledge & Applications-I

Course Outcomes-

Students Will Be:

➤ Corel-Draw
- To familiarize the students with web contents creation.
- To understand the use of Graphics.
- Able to know the how to deploy graphical content in web site.
- Able to understand different commands of Corel Draw.

➢ Photoshop

- Able to use Photoshop commands skillfully.
- Demonstrate basic skills using Photoshop software and the peripherals. Demonstrate an ability to use a range of tools and filters in Photoshop. Demonstrate an ability to print with a variety of techniques and papers. Creatively solve visual problems. .
- Evaluate, adjust, refine, and rework solutions.
- Use instructor and peer criticism to improve skills and rework solutions.
- Demonstrate craftsmanship and professional presentation by preparing artwork for submission to a gallery or show.

➢ Introduction To Animation Using Flash

- Able to create simple animation.
- To acquire the basic knowledge of Animation.