

BHAVNAGAR UNIVERSITY

BHAVNAGAR

(NACC Accreditation Grade "B")

CREDIT AND SEMESTER SYSTEM
SYLLABUS

BACHELOR OF COMMERCE

(T.Y. B.Com.)

M.I.P.

(In Force From Academic Year: 2010-2011)

तमसो मा ज्योतिर्गमय

Content of Paper :- MIP-1 IT & Its Application [100 Marks]
(DOS/WINDOWS/WORD/EXCEL/PP/ACCESS)

Unit-1 INTRODUCTION

- 1 Introduction to Personal Computer.
- 2 I/O Devices, Concept Of Hardware & Software, Computer Application.
- 3 Overview of Basic Operating System –Ms-Dos & Windows.
- 4 Introduction to Editors.
- 5 Classification of Pc Software.
- 6 Introduction to Computer Language, Translator

Unit-2 WORD PROCESSING

- 1 Introduction to Word Processing.
- 2 Examples of Some Popular WP Packages & Applications of WP.
- 3 Creation, Editing, Formatting of Documents.
- 4 Global Search & Replacement of Text.
- 5 Table facility, Change Case facility, Tab facility.
- 6 Spelling checker & other advanced features of MS Word

Unit-3 SPREADSHEET

- 1 Introduction to spreadsheet, some popular spreadsheet packages on different OS platforms.
- 2 Application of Spreadsheet.
- 3 Building spreadsheet using Formulas, Conditions and Calculations.
- 4 Using mathematical, Statistical and logical, date & time and text function.
- 5 Graph-plotting facilities, sorting database, auto filter/advance filter/
- 6 Subtotal, Pivot tables.
- 7 Other advanced features of MS Excel

Unit-4 PRESENTATION

- 1 Importance of presentation software.
- 2 Introduction to Power Point- Concept of slide & Presentation, slide layout, different slide views, slide show options.
- 3 Working with text and Pictures, Presentation of slide show with Animation.

Unit-5 MS-ACCESS

- 1 Introduction of MS-Access
- 2 Data types
- 3 Creating Database, Table, Query, Report, Forms.
- 4 Managing Database with Simple Database Problems.

REFERENCE BOOKS.

- 1 PC Software for windows made simple, By R.K.Taxali(Tata McGraw Hill)
- 2 Office 2007- BPB Pulication
- 3 Office 2007 Bible –John Walkenbach, Herb Tyson
- 4 Teach yourself visually Ms-Office 2007- Shery Kinkoph

S. R. Dwivedi

Content of Paper MIP –2 Structure Programming – C Language [100 Marks]

Unit-1 Introduction of C

1. History of C
2. Importance of C
3. Basic Structure of C Programs
4. Constants & Variables
5. Data Types

Unit-2 Operators & Expressions & I/O Operations

1. Arithmetic Operators
2. Relational Operators
3. Logical Operators
4. Assignment Operators
5. Conditional Operators
6. Bitwise Operators
7. Special Operators
8. Arithmetic Expressions
9. Evaluation Of Expression
10. Reading & Writing Character
11. Formatted Input & Output

Unit-3 Decision Making

1. Decision Making with If Statement
2. Simple If Statement
3. The IF.....ELSE Statement
4. Nesting of IF....ELSE Statements
5. ELSE IF Ladder
6. The Switch Statement
7. The ?: Operator
8. The GOTO Statement

Unit-4 Decision Making & Looping

1. The WHILE Statement
2. The DO Statement
3. The FOR Statement
4. Jumps in LOOPS

Unit-5 Advance of C Language

1. Introduction of Arrays,
2. Introduction of Character Arrays and Strings
3. Introduction of UDF
4. Introduction of Structures & Unions
5. Introduction of Pointers

- REFERENCE BOOKS:
1. Programming in ANSI C- E .Balagurusamy
 2. C Odsyssey –Vijay Mukhi
 3. Let us C
 4. Test your C skills –Yashvent Kanetkar

S.A. Devinechi

Content of Paper MIP- 3 Accounting & DTP Package [Marks-100]

Unit-1 Accounting Concepts

- Introduction to Accounting.
- Double entry System
- Book Keeping System
- Classification of Transaction
- Types of Accounts
- Laws of Debits & Credits
- Introduction to Tally
- Company info Menu
- Creation & Selection of company
- Gateway of Tally
- Ledger Creation
- Accounts Groups
- Voucher Entry

Unit-2 Transaction & Report

- Capital Transaction
- Cash & Debits, Purchase, Sale
- Return of Sale & purchase
- Depreciation on Assets
- Liabilities & Assets Classification
- Case & Bank Transaction
- Reports

Unit-3 DTP an Overview

- Introduction to DTP
- DTP Software & it's Application
- Features & Use of Corel Draw Compare to other DTP Software
- Painting Tools
- Starting of Corel Draw

Unit-4 Formatting Text & Symbols

- Corel Toolbox
- Working with text
- Shape & Curve
- Page Layouts & Outline
- Mixing files

Unit-5 Image Designing

- Working with images
- Image effects: Perspective, Leans, Power clip, Blends
- Visiting Cards, Letter Pad & Advertisement Designing
- Photo formatting

Reference Book:- 1. Tally 5.4 Tech Media
2. Corl Draw 9 in 24 hour Tech Media

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Unit-1 Visual Basic Environment – Concept of Form, Project, Properties etc.

- Features & Advantages of Visual Programming
- Difference between Procedural Programming & Event driven Programming
- Definition & Concept of Control Object, Property, Method, Event
- Visual Basic Environment & User Interface- Toolbox, Property window, Project Explorer, Form window, Code window Layout window, Menu bar, Toolbar
- Concept of Project, Form

Unit-2 Interface Design – Controls

- Toolbox Standard Controls (Textbox, Picture Box, Label, Command button, Image box, Option button, Check box, Combo box, List box, Drive list, Directory list, File list, Timer, Scrollbars, Line & shape control)
- Introduction of Common Dialog control sstab, Tab strip, Image List Control, Toolbar, Status Bar, ADO
- The properties Methods, Events which should be set for the general use of controls
- Developing small Application through wizard
- Menu bar creation with the help of Menu Editor
- MDI Concept & handling Multiple forms under MDI form

Unit-3 Programming Controls

- Define Variables, Constants
- Data Types and Operators in VB & User define types(Structure)
- Control Statement If.....Else & its nesting
- Select case with Statement

Unit-4 Using Array and text file in VB

- Loops: Do While/Until..loop, Do ..While/Until loop, While..wend, For..Next, For each loop
- Array : Concept of array and Control array

Unit-5 Use of user Defined function and library function.

- Procedure (User define function): Sub procedure & Function procedure
- Library functions for String Manipulation, Type Conversion & Mathematical Operations
- Event Driven Programming – Setting/getting Properties of various controls of VB
- Runtime Set & get Properties to control
- Concept Module
- Error tracing through on error statement
- Introduction of Drag & Drop operation & Right click menu
- MsgBox , inputbox & Input validations

Reference Book: 1. Visual Basic by Paul Sheriff 2. Visual Basic Programming Black Book

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Content of Paper MIP-5 RDBMS [Marks-100]

Unit-1 INTRODUCTION

- Key Words –Data, Information, Database Management System (DBMS), Relational DBMS (RDBMS) ,Difference of DBMS v/s RDBMS
- Entity, Attribute, Tuple Domain set
- Normalization
- Dr. E.F Codd's Rules for RDBMS
- Introduction to Oracle

Unit-2 Structured Query Language (SQL*PLUS)

- Introduction to SQL, Features of SQL & SQL*PLUS
- Difference of SQL v/s SQL*PLUS
- Rules for SQL ,SQL Delimiters
- Oracle Data Types
- Components of SQL
- DDL:-Create, Alter, Truncate, Drop
- DML:- Insert, Update, Delete,
- DQL: select
- Database Constraints
- Types of Constraints
- Primary key, Foreign key, Unique Key, Check

Unit-3 Database Objects & Function

- Arithmetic, Logical & Not operator
- Pattern Matching ,Oracle table Dual
- Oracle Functions
- Types of Oracle Function
- String & Numeric Function
- Date & Conversion Function
- Grouping & Having Clause
- Subqueries & Joins
- Database index
- View, Sequence
- Transaction Control Language: Commit, Rollback, Savepoint
- Data control language: Grant, Revoke

Unit-4 Procedure Language with Data Manipulation

- Introduction of PL/SQL, Advantages of PL/SQL
- Generic PL/SQL Block
- Writing PL/SQL Code: input/output statements
- Conditional Control: Simple If, If ..Elsif
- Iterative Control: Simple Loops, While & For loop
- Sequential Control : GOTO

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Unit-5 Introduction to Advanced RDBMS Objects

- Cursor
- Functions
- Procedures
- Triggers

Reference Book:

1. PL/SQL The Programming Language of Oracle by Ivan Bayross

Content of Paper MIP-6 Practical [Marks-100]

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|----------------|----|
| MIP-1 OR Mip-3 | 25 |
| MIP-2 | 25 |
| MIP-4 | 25 |
| MIP-5 | 25 |

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