FUNDAMENTALS OF INFORMATION TECHNOLOGHY

Credit Allotted: 4   **Max. Marks: 75**

Unit I

Managing with Information – Communication and Information Data Vs Information – Types of Information – System concept and Information Systems.

Unit II

Introduction to Computer Software – Operating System – Programming Languages – General Software Features and trends.

Unit III

Database Management Systems – Data Processing – Introduction to Database Management System – Database design.

Unit IV

Communication in IT Age – Computer Networks – IT in Business Communication (Facsimile transmission, Tele fax, Photocopies, Microfilm, Viewdata, CD's DVD's Floppy / zip discs] – Tele conferencing, Video conferencing. Message Handling Services – Voice mail, E-Commerce – impacts of IT:- Positive and Negative aspects of IT on Business organizations – Information Technology Act 2000.

Unit V

System Analysis and Design – System planning – System implementation and system maintenance – Computer Based Auditing.

Books for Reference:

1. S. V. Srinivasa Vallaban – Introduction to Information Technology
2. V.K. Kapoor - Information Technology.