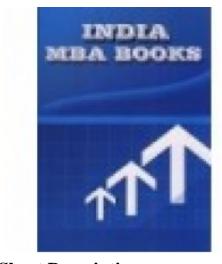
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UNIT I Conceptual Framework
Hurdware (a) Input devices - keyond printing devices, voice speech devices, seamer, MICR, OMR, Bar code reader, digital camera etc. (b) Output devices - Visual Display UNIT, printers, plotters (c) Storage Devices - Magnetic storage devices, Optical storage devices, Flash Memory, Software: Types of software with examples; Introduction to languages, complet, interpreted and Assembler, Operating System Functions, Types and Classification, Elements of CUI based operating system. Network and Internet: Types of computer networks (LAN, WAN and MAN), Netiquettee, Basic services over Internet like WWW, FTP, Telnet, Gopher, URL, Domain names, Web Browsers, Multimedia and its applications: Concepts of Text, Graphics, Animation, Audio, Images, Video. Multimedia Application in Education, Entertainment, Marketing, Names of common multimedia file
formats.

Concepts of Text, Graphics, Animation, Andro, Images, Video Multimedia Application in Education, Entertainment, Marketing, Names of common multimedia file formats,
UNT II. Windows and Users Interface (Lab Work)Windows operating system: Introduction and characteristics, Elements of GUL Using Mouse, My Computer Icon, The Recycle Bin, Status Bar, Start and Menu & Menu-selection, Running an Application, Windows Explorer: Viewing of File, Folders and Directories Creating and Renaming of files and folders Opening and closing of different Windows, Windows
Settings Control Panels, Wall paper and Serven Servers (Lab Word) Word processing concepts: Opening, Saving, Closing the file, Opening an existing document, Selecting text, Frinding and replacing text, printing documents, Creating and Printing Merged Documents, Character and Paragraph Formatting, Page Design and Layout. Editing and Profiling Tools: Checking and correcting spellings. Using Graphics, Tables, Charact, Document Templates and Wizards.

UNI IV: Spenishburk Software (Lab Word) Spenishburk Software (Lab Wor