



**Maratha Vidya Prasarak Samaj"s,**  
**Karmveer Punjababa Govardhane Arts, commerce and**  
**Science College, Igatpuri, Dist. Nashik.**

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**Date of Commencement: - 15<sup>th</sup> August 2018 to 15 March 2019**

**Organizer: - Department of Computer Science**

**Venue of the Course: - K.P.G. College, Igatpuri**

**Time of the Course:- Every Sunday 09.00 AM to 12.00 PM**

Report of

**"Basic Computer and Application"**

**15<sup>th</sup> August 2018 to 15 March 2019**

Computer science department conducted autonomous computer course "Computer Basic & Application" for Tribal and rural area student. Batches will conducted every Sunday 9:00 to 12:00 pm, in its lecture with demonstration and practical was conducted

Resource Person :- 03

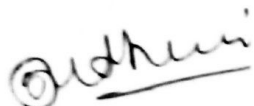
Number of Students Participate :- 47

The Course starts on the occasion of "**Independence Day**" 15th August 2018. and Chairperson Dr. S.S.Kale, Principal, K.P.G. Arts, Commerce and Science College, Igatpuri. List of resource persons is given below;

1.	Mr. Ravindra Sarkar (Head, Career Academy Institute, Nasik)
2.	Prof. Shivaji Patil(Assistant Professor, L.V.H. College, Nasik)

3.	Dr. Kakad (Director, MIMR College, Mumbai)
4.	Prof. R.V. Nikam (Asst. Prof., HOD, Computer Science Dept., Pipalgon College)

Thanks for guidelines and support of Resp. Principal Dr. S.S.Kale and for the Planning and Development department to sanction this National Level Seminar.



Prof. C.D. Chaudhari  
Head, Dept. Of Computer Science




Dr. S.S. Kale

Principal  
**PRINCIPAL**

M.V.P. Samaj's

K.P.G. Arts, Com. and Sci. College  
Igatpuri, Dist. Nashik



*Maratha Vidya Prasarak Samaj Nashik*



**K.P. G. ARTS, COMMERCE AND SCIENCE COLLEGE, IGATPURI.**

Near, Take- Ghoti, Mumbai Agra Road, Tal. Igatpuri, Dist. Nashik.

Prin. Offi. No. 9422246082

(Id No. PU/NS/ASC/023(1981))

Principal, Dr. S.S. Kale

**NAAC REACCREDITATION GRADE "B"**

M.Sc., Ph.D

EMAIL ID:- kpgcoligatpuri@yahoo.com

Website:- [www.igatpuricollege.com](http://www.igatpuricollege.com)

College Offi No. 9422246092

Ref.No.


/ 2018-2019


Date: 01/08/2018

## NOTICE

All the students of the Junior/Senior College are hereby informed that the Computer Science Department is going to arrange the Certificate Course on "Basic Computer and Application".

Details of the program are given along with this notice. Interested students should give their names to Prof. C.D. Chaudhari, Head of Department of Computer Science, on or before 15/08/2018.

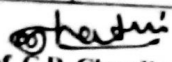
  
Prof. C.D. Chaudhari  
Head, Dept. Of Computer Science


  
Dr. S.S. Kale  
Principal  
PRINCIPAL  
M.V.P. Samaj's  
K.P.G. Arts, Com. and Sci. College  
Igatpuri, Dist. Nashik



### Syllabus for Basic Computer and Application Course :-

Chapter No.	Unit	Topics
1.	<b>Introduction to Computer</b>	Fundamentals., Introduction to Computer, Computer Memory Input and Output Devices Definition of Computer Virus, Types of Viruses, Use of Antivirus Software
2.	<b>Basics of Operating System</b>	Definition of Operating System Objectives , types and functions of Operating Systems. Working with Windows Operating System. (Paint, Notepad, WordPad, Calculator)
3.	<b>Introduction to Business Communication Tools</b>	MS-Word: 1)Creating Documents 2)Spelling, Grammar, Font, Paragraph Settings3)Table Creations, Bullet, numbering 4)Word Art
4.	<b>Making Presentations using MS-PowerPoint</b>	MS-POWERPOINT 1)Creating Slide Show Presentations 2)Learning Properties & Formatting Text 3)Changing the new color scheme for your slides 4)Changing your slide layouts 5)Creating Visual transitions for your slides 6)Creating your slides transition -animation 7)Presenting your slide show 8)Saving your Presentation 9)Printing Presentations
5.	<b>Introduction to Computer Network</b>	1)Introduction 2)Importance of Networking 3)Computer Network(LAN,WAN,MAN) 4)Network Components(Hub, Switch, Bridge, Gateway, Router, Modem) 5)Network Topology
6.	<b>Internet and Internet application</b>	1)Introduction, Internet evolution 2)working of Internet, Use of Internet 3)Overview of World Wide Web(WWW) 4)Introduction to Search engine and searching the web 5)Downloading files 6)Introduction to web Browsers 7)Working with E-mail(Creation and use of the same) 8)E-Wallet , BHIM app, M-Pesa, Amazon etc.

  
Prof. C.D. Chaudhari  
Course Coordinator

  
Dr. S.S. Kale

Principal  
**Principal**  
Karmaveer Punjaba Govardhana  
Arts, Commerce & Science College,  
Igatpuri, Dist. Nashik-422 403



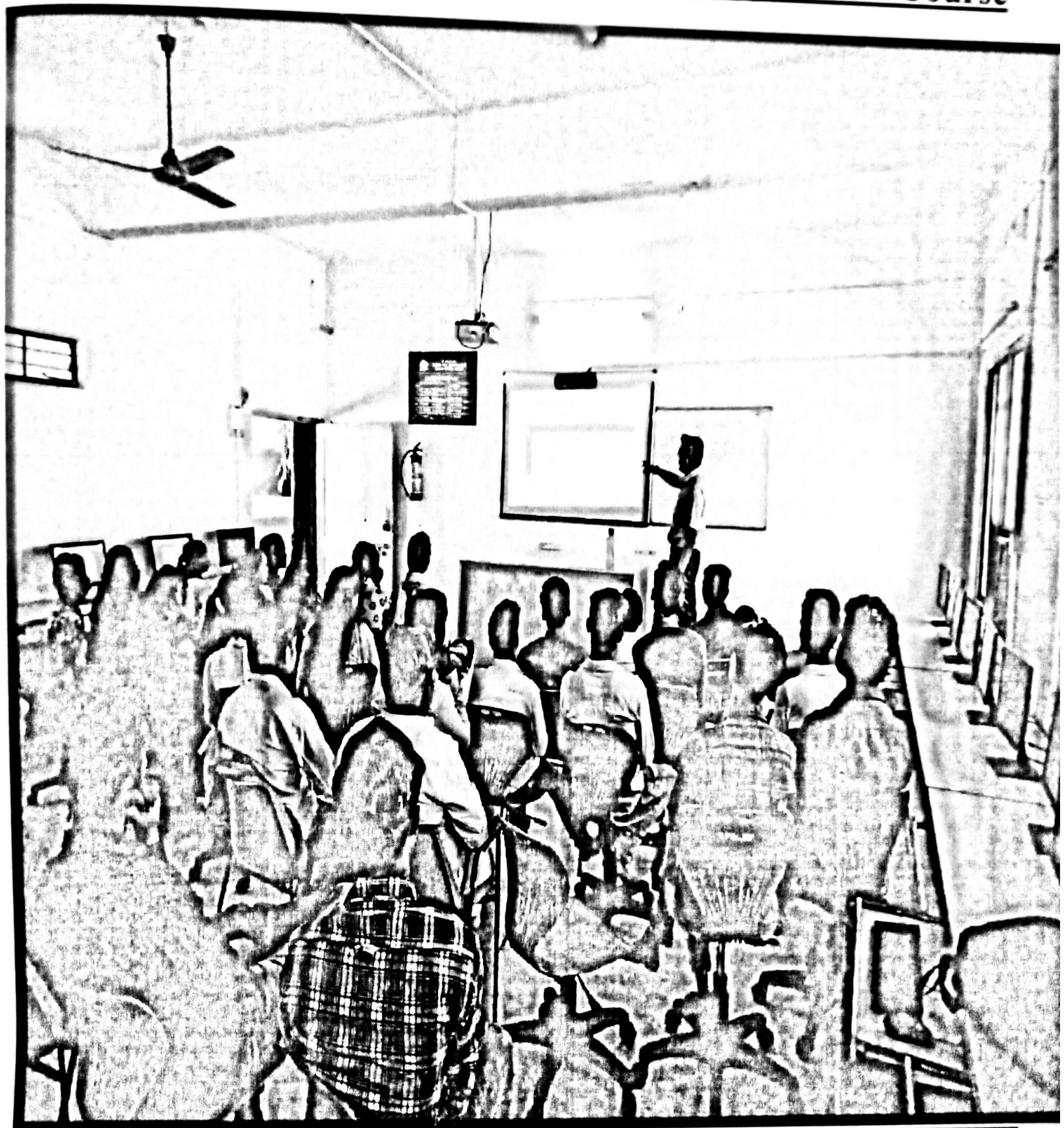
**Guest Lecture:-**

5.	Mr. Revindra Sarkar (Head, Career Academy Institute, Nasik)
6.	Prof. Shivaji Patil (Assistant Professor, L.V.H. College, Nasik)
7.	Dr. Kakad (Director, MIMR College, Mumbai)
8.	Prof. R.V. Nikam (Asst. Prof., HOD, Computer Science Dept., Pipalgon College)

**Student Strength year wise:-**

<u>Year</u>	2018-19
Total	47

## Activity Photos in Basic Computer and Application Course







# Basic Computer & Application Exam





Maratha Vidya Prasarak Samaj, Nashik  
Karmaveer Punjababa Goverdhane  
**ARTS, COMMERCE & SCIENCE COLLEGE,**

Take Ghoti, Tal. Iggaipuri, Dist. Nashik  
NAAC RE-ACCREDITED GRADE 'B'

**Certificate**

201 - 201

This Certificate is awarded to

Shri / Smt. / Kumari \_\_\_\_\_

Of Class \_\_\_\_\_ for the Participated in *Basic Computer & Application Course*  
is Completed Successfully in the year 201 - 201

Date :

CHAIRMAN

PRINCIPAL

