

PROGRAM /COURSE STRUCTURE & SYLLABUS

**as per the Choice Based Credit System (CBCS)
designed in accordance with
Learning Outcomes-Based Curriculum
Framework (LOCF)**

**of National Education Policy (NEP) 2020
for Undergraduate Program in
COMPUTER APPLICATION**

**B.A. HONOURS IN
COMPUTER APPLICATION PROGRAMME
AS PER NEP 2020**

(Effective from June-2023)

SEMESTER 4 - SECOND YEAR B. A.

Discipline specific course – Major /CORE SUBJECT

Semester	Course No	Title of Course	Paper Name	Topic	Credit Total [04]	
					Theory	Practical.
4	DSC-C COMP - 241	Computer Applications	Introduction to Multimedia and DTP software(PageMaker)	Multimedia software and DTP (PageMaker)	50%	50%
4	DSC-C COMP -242	Computer Applications	Introduction to CMS and WordPress	Introduction to e-learning and Word press	50%	50%
4	DSC-C COMP -243	Computer Applications	Introduction to Cyber Laws & Graphics	Cyber Laws+ Corel Draw	50%	50%

Teaching Methodology: Lectures & Practical's

COMPUTER APPLICATIONS- Major

GUJARAT UNIVERSITY
COMPUTER SYLLABUS FOR BA

SEMESTER - IV

Title of Course: **COMPUTER APPLICATIONS**

Discipline specific course – Major / CORE SUBJECT

MAJOR COURSE CODE: DSC-C COMP – 241

**COURSE NAME: INTRODUCTION TO MULTIMEDIA AND DTP SOFTWARE
(PAGEMAKER)**

OBJECTIVE:

1. Understand multimedia components and their applications in design and communication.
2. Develop basic graphic design, image editing, and animation skills.
3. Learn document design and publishing using Adobe PageMaker.
4. Integrate multimedia elements (text, images, audio) into print and digital projects.

Unit 1: Introduction to Multimedia

1.1 Introduction to Multimedia

- Definition and Components of Multimedia
- Types of Multimedia (Text, Image, Audio, Video, Animation)
- Multimedia in Various Industries (Education, Entertainment, Advertising, etc.)

1.2 Multimedia Hardware and Software

- Input and Output Devices
- Multimedia Storage Devices
- Types of Software (Authoring, Editing, and Publishing Tools)

1.3 Multimedia Applications

- Multimedia in Art and Design
- Multimedia in Communication (Presentations, Social Media)
- Introduction to Virtual Reality and Augmented Reality

1.4 Multimedia Design

- Principles of Multimedia Design
- User Interface (UI) and User Experience (UX) Design Basics

Unit 2: Graphics, Images, and Animation

2.1 Graphics Design

- Understanding Vector and Raster Graphics
- Image File Formats (JPEG, PNG, GIF, BMP)
- Graphic Design Tools Overview (Adobe Photoshop, CorelDRAW, GIMP)

COMPUTER APPLICATIONS- Major

2.2 Image Editing

- Basic Image Editing Techniques (Cropping, Resizing, Color Adjustments)
- Layering and Masking in Graphic Design

2.3 Introduction to Animation

- 2D vs 3D Animation
- Basic Animation Techniques (Frame-by-Frame, Keyframing)
- Overview of Animation Software (Adobe Animate, Blender)

2.4 Audio and Video Editing Basics

- Audio File Formats and Compression
- Video File Formats and Compression
- Basic Tools for Audio and Video Editing (Audacity, Adobe Premiere Pro)

Unit 3: Introduction to Adobe PageMaker

3.1 Overview of Desktop Publishing (DTP)

- What is DTP?
- Introduction to Adobe PageMaker
- Applications of PageMaker in Publishing and Designing

3.2 Working with Text

- Text Formatting and Styles
- Font Management and Typography Basics
- Columns, Indents, and Alignment

3.3 Working with Graphics

- Importing and Embedding Images
- Creating and Managing Image Frames
- Text Wrapping and Layering with Images

3.4 Page Layout and Design

- Creating Master Pages
- Working with Templates
- Margins, Guides, and Grids for Layout Precision

Unit 4: Advanced Features

4.1 Advanced PageMaker Features

- Working with Multiple Pages and Linking Text Boxes
- Tables, Charts, and Graphs in PageMaker
- Color Management and Printing Preparation

4.2 Multimedia Integration in Publishing

- Integrating Multimedia (Images, Videos, Audio) into Print Design
- Exporting for Web and Digital Publishing

Note: This syllabus provides a balance of multimedia concepts along with practical skills in Adobe PageMaker, targeting arts students with a creative focus.

COMPUTER APPLICATIONS- Major

Mode of Evaluation: Evaluation will be divided into two parts.

External: Annual Examination will be conducted by the Gujarat University of 50 Marks **(25 [50%] marks of theory and 25 [50%] marks of practical's)** (in theory 4 Descriptive Questions and 1 MCQ)

Internal: Internal Evaluation will be decided by the University from time to time and instructed to colleges. The following can be considered as the model evaluation system.

[Out of 50 Marks, 30 Marks will be awarded on the basis of Internal Evaluation Mechanism (E.g., Mid Term Examination, CIE). For 10 Marks the following Assessment tools can be used. And 5 Marks will be given on the basis attendance.]

Assessment Tools:

Following Assignments (Anyone) can be given to the students for the purpose of internal assessment.

- Basic concepts of graphics
- Basics of page maker
- Create attractive Brochures.
- Information Bulleting
- Advertisement, Pamphlets
- Inquiry Form etc.

Course Outcome / Accomplishments:

1. Students will grasp multimedia's importance in various fields and apply design principles effectively.
2. They will gain hands-on skills in editing graphics and animations.
3. Mastery of PageMaker will enable them to create professional publications.
4. Completed projects will demonstrate their ability to combine multimedia in real-world applications.

FBLD (Flip Blended Learning Design Template)

- Any One Unit from the above syllabus can be discussed by the faculty through online mode.
- Online mode can be SWAYAM MOOC Course or any other suggested by the UGC or Gujarat University.

MOOC Courses

Fundamentals of multimedia, graphics basic and features of page maker

Text and Reference Books:

1. Computer Application – V, Vimal Pandya, HK Arts College Publishers, Ahmedabad [Gujarati Book]
2. DTP, BPB Publication
3. "Multimedia: Making It Work" by Tay Vaughan
4. "Adobe PageMaker Classroom in a Book" by Adobe Creative Team
5. "Fundamentals of Multimedia" by Ze-Nian Li and Mark S. Drew
6. Adobe PageMaker 7.0 Classroom in a Book, Adobe Creative Team
7. PageMaker 7: The Complete Reference, Carolyn M. Connally
8. Learning PageMaker 7, Ramesh Bangia
9. PageMaker 7 from A to Z, Marc Campbell
10. Training Guide PageMaker 7 By Satish Jain
11. Page Maker 7.0 (Straight to the Point), Dinesh Maidasani

PRACTICAL - PAGEMAKER

1. Advertisement (Newspaper)
2. Visiting Card / Business Card
3. Phamphlates / Handbill
4. Letter Head
5. Inquiry Form
6. Banner
7. Brochures
8. page booklet [different types effect]

COMPUTER APPLICATIONS- Major**NOTE:**

1. The norms including workload of any type of computer subjects (Major/Minor/Multi-Disciplinary/Soft Skill /Ability Enhancement course) in B.A./B.Com. shall be considered based on the below mentioned ratio of computer students per batch due to having technical subjects.
2. The duration of each Theory and Practical session is 55 minutes.
3. The maximum batch size for any computer related subject in any division of each semester for theory session is 60 students.
4. The batch size of practical session for any computer related subject in any semester is 15-20 students.
5. Any type of computer related subject can be offered in English / Gujarati or both Mediums.
6. The Theory and Practical sessions (workload) shall be applicable for English and Gujarati (both) medium separately.
7. The number of Minimum / Maximum of practical sessions shall be considered as per the framework and credits defined under the policy NEP 2020.
8. Minimum of 75% attendance is required to appear for the practical examination.
9. Minimum practical exercises must be completed by students before the examination.
10. The submission of computer journal for the respective subjects is mandatory for all the students of computer.
11. The certified journal by the competent authority of the college needs to be presented by students at the time of practical examination.
12. The submission of assignments and presentation is mandatory as per the norms laid down by the competent authority of Gujarat University under NEP 2020.
13. Students must appear in both the theory and practical examination of each term in the Internal and External examination.
14. The evaluation pattern for the weightage in Internal and External examination shall be considered as per the policy framed by the Gujarat University.

GUJARAT UNIVERSITY
COMPUTER SYLLABUS FOR **BA**

SEMESTER – IV

Title of Course: COMPUTER APPLICATIONS

Discipline specific course – Major /CORE SUBJECT

MAJOR COURSE CODE: DSC-C COMP – 242

COURSE NAME: INTRODUCTION TO CMS AND WORDPRESS

Objectives:

To make students

- Understand the self - hosted CMS tool
- Learn to manage contents and setup a blog on WordPress

Unit - I

Introduction to CMS:

Introduction to Content Management Systems,
Main Features of CMS: Web Content Management System, Component
Content Management System,
Enterprise Content Management System,
Introduction of Blogs

Unit -II

Introduction to WordPress:

Introduction to WordPress,
Setting up WordPress,
Setting Up Database,
Installing WordPress,
Overview of Working of WordPress, Dashboard,
Exporting and Importing of Site Content,
Backup of Site data and files,
Upgrading WordPress, Settings: *General, Writing, Reading, Discussion,*
Media, Privacy, Permalinks, Configuring and Managing Accounts, Adding
Content : *Post, Pages*, Setup and use of Categories, Tags, Internal Linking

Unit - III

Advance Features for WordPress:

Working with media : *using Media Library, Audio and Video Files*,
Managing Comments,
Fighting Spam with Akismet, Syndication : *Setup and Display of RSS Feed,*
Setup of Subscriptions, use of Google FeedBurner with WordPress,
Widgets and Plug-ins : *Use of Widgets and Plug - ins,*
Differences, Upgrade of Plug - ins

COMPUTER APPLICATIONS- Major**Unit - IV****Customization with WordPress:**

Introduction to WordPress Themes,

Customized WordPress Theme : *Default Theme, New Theme, Theme Editor, Set up of Menus, Post Frames,*

Getting Fancy with Themes : *Customization of Themes with CSS, addition of Favicon, Editing Function file,*

Advanced Theme Development : *Anatomy of WordPress theme, Building new Theme, Template Files, Template Tags, Use of Loop, Custom Post Types and Custom Taxonomies, One Installation and Multiple blogs: Setup and Administration of Blog Network, Customization of WordPress : Integration of Third Party Services, Third Party Comment System, AD Integration, Web Fonts , Tools and Tricks*

*** **

Mode of Evaluation: Evaluation will be divided into two parts.

External: Annual Examination will be conducted by the Gujarat University of 50 Marks **(25 [50%] marks of theory and 25 [50%] marks of practical's)** (in theory 4 Descriptive Questions and 1 MCQ)

Internal: Internal Evaluation will be decided by the University from time to time and instructed to colleges. The following can be considered as the model evaluation system.

[Out of 30 Marks, 15 Marks will be awarded on the basis of Internal Evaluation Mechanism (E.g., Mid Term Examination, CIE). For 10 Marks the following Assessment tools can be used. And 5 Marks will be given on the basis attendance.]

Assessment Tools:

Following Assignments (Anyone) can be given to the students for the purpose of internal assessment.

- Basics of CMS
- Understand the evolution of wordpredd and its fundamental principles.
- Familiarize with wordpress's environment and basic functionalities.
- Create a simple web site / blog using basics of worpress.

Course Outcome

- Understand and use the open-source Content manager - WordPress blogging platform
- Install, setup and customize WordPress and manage the contents and blogs using WordPress.

FBLD (Flip Blended Learning Design Template)

- Any One Unit from the above syllabus can be discussed by the faculty through online mode.
- Online mode can be SWAYAM MOOC Course or any other suggested by the UGC or Gujarat University.

MOOC Courses

Fundamentals of CMS basic and advance features of WordPress etc.

COMPUTER APPLICATIONS- Major

Text and Reference Books:

- Visual Quick Start Guide - WordPress, Jessica Neuman Beck, Matt Beck, Pearson Publication
- Getting-Started-with-WordPress-eBook, iThemes Media
- WordPress Tutorial for Beginners, Julius, wpbrix

- WordPress for Dummies, Lisa Sabin - Wilson, Wiley Publication
- How to create blog ? [Gujarati book] , <http://edusafar.com>

List of Practicals (Sample Guideline):

Word press for website design as blogging tool

1. Dashboard
2. Publishing Posts
3. Customizing Site Appearance 4
4. Working with Plug-in
5. 5 Installing some important Plug-in 6
6. WP Survey and Quiz Tool
7. 7 Word press Backup to drop box 8
8. Subscribe to comments
9. Google XML sitemaps
10. Social Login

COMPUTER APPLICATIONS- Major**NOTE:**

1. The norms including workload of any type of computer subjects (Major/Minor/Multi-Disciplinary/Soft Skill /Ability Enhancement course) in B.A./B.Com. shall be considered based on the below mentioned ratio of computer students per batch due to having technical subjects.
2. The duration of each Theory and Practical session is 55 minutes.
3. The maximum batch size for any computer related subject in any division of each semester for theory session is 60 students.
4. The batch size of practical session for any computer related subject in any semester is 15-20 students.
5. Any type of computer related subject can be offered in English / Gujarati or both Mediums.
6. The Theory and Practical sessions (workload) shall be applicable for English and Gujarati (both) medium separately.
7. The number of Minimum / Maximum of practical sessions shall be considered as per the framework and credits defined under the policy NEP 2020.
8. Minimum of 75% attendance is required to appear for the practical examination.
9. Minimum practical exercises must be completed by students before the examination.
10. The submission of computer journal for the respective subjects is mandatory for all the students of computer.
11. The certified journal by the competent authority of the college needs to be presented by students at the time of practical examination.
12. The submission of assignments and presentation is mandatory as per the norms laid down by the competent authority of Gujarat University under NEP 2020.
13. Students must appear in both the theory and practical examination of each term in the Internal and External examination.
14. The evaluation pattern for the weightage in Internal and External examination shall be considered as per the policy framed by the Gujarat University.

GUJARAT UNIVERSITY
COMPUTER SYLLABUS FOR BA

SEMESTER - IV

Title of Course: COMPUTER APPLICATIONS

Discipline specific course – Major /CORE SUBJECT

MAJOR COURSE CODE: DSC-C COMP – 243

COURSE NAME: INTRODUCTION TO SECURITY & GRAPHICS APPLICATION

OBJECTIVE:

The purpose of this course is to enable students to secure him self and developed publishing / printing designing concepts

UNIT I : INTRODUCTION TO SECURITY

- Security Concepts
 - Computer and Network
- Goals of Computer Security
 - Integrity, Confidentiality, Availability
- Security problems & Requirements
 - Identifying the assets, threats, impact
- Threats & Vulnerabilities
 - Interruption, Interception, Modification, Fabrication

UNIT II: INTRODUCTION TO ADVANCE SECURITY

- User Authentication
 - Password, Pin number, Pass phrases, secret handshake.
 - Biometric, fingerprint, face recognition, voice recognition
- Security Systems & Facilities
 - System Access Control, Password Management, User Account Management, Privileged User Management, Fire wall, IDS [Intrusion Detection System] , System Security, Computer Virus, Auditing.
- Introduction of Cryptography : Encryption – Decryption

UNIT III : INTRODUCTION TO COREL DRAW

- Introduction & Basic concepts, Objectives, Starting CorelDraw
- Opening/Closing/Savings/Protecting Document.
- Additional Features: Changing the CASE of Text, Creating Bullets & Numbered lists.

TYPING AND EDITING

- Introduction, Objectives, Action with mouse and through keyboard, selecting text.
- Typing and Revising Text: Editing Text, Copying and Moving Text (Cut, Paste, *Copy*, *Move*), Typing Special Characters (*Symbols*).

COMPUTER APPLICATIONS- Major**UNIT III : FORMATTING TEXT**

- Introduction, Objectives, Document Templates.
- Font Formatting: Changing Font Type, Size and style, color, underline, other special effects.
- Formatting Paragraph: Centered, Right, Justified and Left Alignment, Indenting Text, Tab Stops, Line Spacing, Paragraph Spacing, Borders and Shading.
- Finding and Replacing: Finding and Replacing Text, Using the Go To Command
- Using the Spell Check, Grammar and Thesaurus.

UNIT IV : DIFERENT EFFECTS:

- How to create Visiting Cards.
- How to create Advertisement (News Paper)
- How to create Marriage Card, Invitation Card etc.
- How to use Indian language typing in the application i.e. Gujarati Font typing

Mode of Evaluation: Evaluation will be divided into two parts.

External: Annual Examination will be conducted by the Gujarat University of 50 Marks **(25 [50%] marks of theory and 25 [50%] marks of practical's)** (in theory 4 Descriptive Questions and 1 MCQ)

Internal: Internal Evaluation will be decided by the University from time to time and instructed to colleges. The following can be considered as the model evaluation system.

[Out of 50 Marks, 30 Marks will be awarded on the basis of Internal Evaluation Mechanism (E.g., Mid Term Examination, CIE). For 10 Marks the following Assessment tools can be used. And 5 Marks will be given on the basis attendance.]

Assessment Tools:

Following Assignments (Anyone) can be given to the students for the purpose of internal assessment.

- Introduction to security
- Basic concepts security and advance security
- Basics of graphics and types
- Introduction and use if Corel draw
- Corel draw designing concepts
- Different type f effects
- Create designs with coral draw.

Course Outcome

Basic understanding of securities and preventions

Student can create/design advertisement, book work , visiting card, invitation card, brochures etc.

COMPUTER APPLICATIONS- Major**FBLD (Flip Blended Learning Design Template)**

- Any One Unit from the above syllabus can be discussed by the faculty through online mode.
- Online mode can be SWAYAM MOOC Course or any other suggested by the UGC or Gujarat University.

MOOC Courses

Fundamentals of cyber security, multimedia, graphics basic and features of Corel draw and design techniques

REFERENCES:

1. Cisco LAN Switching, Clark, K. and K. Hamilton. Indianapolis, Indiana: Cisco Press, 1999. Metro Ethernet, Halabi, S., Indianapolis, Indiana: Cisco Press, 2003.
2. The Art of Testing Network Systems. New York, New York: John Wiley & Sons, Inc., 1996, Buchanan, R.
3. Troubleshooting Campus Networks. New York, New York: John Wiley & Sons, 2002, Oppenheimer, P. and J. Bardwell
4. CorelDRAW X7 User Guide,
<https://product.corel.com/help/CorelDRAW/540229932/Main/EN/User-Guide/CorelDRAW-X7.pd>
5. CorelDRAW Training Guide, Prof. satish Jain
6. CorelDRAW 2018 in Simple Step, DT Editorial Services, Dreamtech Press

PRACTICAL - DESIGN IN COREL DRAW

1. Advertisement (Newspaper)
2. Visiting Card / Business Card
3. Phamphlates / Handbill
4. Letter Head
5. Inquiry Form
6. Banner
7. Brochures
8. Page booklet [different types effect

COMPUTER APPLICATIONS- Major**NOTE:**

1. The norms including workload of any type of computer subjects (Major/Minor/Multi-Disciplinary/Soft Skill /Ability Enhancement course) in B.A./B.Com. shall be considered based on the below mentioned ratio of computer students per batch due to having technical subjects.
2. The duration of each Theory and Practical session is 55 minutes.
3. The maximum batch size for any computer related subject in any division of each semester for theory session is 60 students.
4. The batch size of practical session for any computer related subject in any semester is 15-20 students.
5. Any type of computer related subject can be offered in English / Gujarati or both Mediums.
6. The Theory and Practical sessions (workload) shall be applicable for English and Gujarati (both) medium separately.
7. The number of Minimum / Maximum of practical sessions shall be considered as per the framework and credits defined under the policy NEP 2020.
8. Minimum of 75% attendance is required to appear for the practical examination.
9. Minimum practical exercises must be completed by students before the examination.
10. The submission of computer journal for the respective subjects is mandatory for all the students of computer.
11. The certified journal by the competent authority of the college needs to be presented by students at the time of practical examination.
12. The submission of assignments and presentation is mandatory as per the norms laid down by the competent authority of Gujarat University under NEP 2020.
13. Students must appear in both the theory and practical examination of each term in the Internal and External examination.
14. The evaluation pattern for the weightage in Internal and External examination shall be considered as per the policy framed by the Gujarat University.



PROGRAM /COURSE STRUCTURE & SYLLABUS

**as per the Choice Based Credit System (CBCS)
designed in accordance with
Learning Outcomes-Based Curriculum
Framework (LOCF)**

**of National Education Policy (NEP) 2020
for Undergraduate Program in
COMPUTER APPLICATION**

**B.A. HONOURS IN
COMPUTER APPLICATION PROGRAMME
AS PER NEP 2020**

(Effective from June-2023)



SEMESTER 4 - SECOND YEAR B. A.
Discipline specific course – Minor SUBJECT

Semester	Course No	Title of Course	Paper Name	Topic	Credit Total [04]	
					Theory	Practical.
4	DSC-C COMP - 244	Computer Applications	Introduction to Multimedia and DTP software (PageMaker)	Multimedia software and DTP (PageMaker)	50%	50%

Teaching Methodology: Lectures & Practical's

GUJARAT UNIVERSITY
COMPUTER SYLLABUS FOR BA

SEMESTER - IV

Title of Course: COMPUTER APPLICATIONS

Discipline specific course – Minor /CORE SUBJECT

MAJOR COURSE CODE: DSC - C- COMP – 224

**COURSE NAME: INTRODUCTION TO MULTIMEDIA AND DTP SOFTWARE
(PAGEMAKER)**

OBJECTIVE:

1. Understand multimedia components and their applications in design and communication.
2. Develop basic graphic design, image editing, and animation skills.
3. Learn document design and publishing using Adobe Pagemaker.
4. Integrate multimedia elements (text, images, audio) into print and digital projects.

Unit 1: Introduction to Multimedia

1.1 Introduction to Multimedia

- Definition and Components of Multimedia
- Types of Multimedia (Text, Image, Audio, Video, Animation)
- Multimedia in Various Industries (Education, Entertainment, Advertising, etc.)

1.2 Multimedia Hardware and Software

- Input and Output Devices
- Multimedia Storage Devices
- Types of Software (Authoring, Editing, and Publishing Tools)

1.3 Multimedia Applications

- Multimedia in Art and Design
- Multimedia in Communication (Presentations, Social Media)
- Introduction to Virtual Reality and Augmented Reality

1.4 Multimedia Design

- Principles of Multimedia Design
- User Interface (UI) and User Experience (UX) Design Basics

Unit 2: Graphics, Images, and Animation

2.1 Graphics Design

- Understanding Vector and Raster Graphics
- Image File Formats (JPEG, PNG, GIF, BMP)
- Graphic Design Tools Overview (Adobe Photoshop, CorelDRAW, GIMP)

2.2 Image Editing

- Basic Image Editing Techniques (Cropping, Resizing, Color Adjustments)
- Layering and Masking in Graphic Design

2.3 Introduction to Animation

- 2D vs 3D Animation
- Basic Animation Techniques (Frame-by-Frame, Keyframing)
- Overview of Animation Software (Adobe Animate, Blender)

2.4 Audio and Video Editing Basics

- Audio File Formats and Compression
- Video File Formats and Compression
- Basic Tools for Audio and Video Editing (Audacity, Adobe Premiere Pro)

Unit 3: Introduction to Adobe PageMaker

3.1 Overview of Desktop Publishing (DTP)

- What is DTP?
- Introduction to Adobe PageMaker
- Applications of PageMaker in Publishing and Designing

3.2 Working with Text

- Text Formatting and Styles
- Font Management and Typography Basics
- Columns, Indents, and Alignment

3.3 Working with Graphics

- Importing and Embedding Images
- Creating and Managing Image Frames
- Text Wrapping and Layering with Images

3.4 Page Layout and Design

- Creating Master Pages
- Working with Templates
- Margins, Guides, and Grids for Layout Precision

Unit 4: Advanced Features

4.1 Advanced PageMaker Features

- Working with Multiple Pages and Linking Text Boxes
- Tables, Charts, and Graphs in PageMaker
- Color Management and Printing Preparation

4.2 Multimedia Integration in Publishing

- Integrating Multimedia (Images, Videos, Audio) into Print Design
- Exporting for Web and Digital Publishing

Note: This syllabus provides a balance of multimedia concepts along with practical skills in Adobe PageMaker, targeting arts students with a creative focus.

COMPUTER APPLICATIONS- Minor

Mode of Evaluation: Evaluation will be divided into two parts.

External: Annual Examination will be conducted by the Gujarat University of 50 Marks **(25 [50%] marks of theory and 25 [50%] marks of practical's)** (in theory 4 Descriptive Questions and 1 MCQ)

Internal: Internal Evaluation will be decided by the University from time to time and instructed to colleges. The following can be considered as the model evaluation system.

[Out of 50 Marks, 30 Marks will be awarded on the basis of Internal Evaluation Mechanism (E.g., Mid Term Examination, CIE). For 10 Marks the following Assessment tools can be used. And 5 Marks will be given on the basis attendance.]

Assessment Tools:

Following Assignments (Anyone) can be given to the students for the purpose of internal assessment.

- Basic concepts of graphics
- Basics of page maker
- create attractive Brochures.
- Information Bulleting
- Advertisement, Pamphlets
- Inquiry Form etc.

Course Outcome / Accomplishments:

1. Students will grasp multimedia's importance in various fields and apply design principles effectively.
2. They will gain hands-on skills in editing graphics and animations.
3. Mastery of PageMaker will enable them to create professional publications.
4. Completed projects will demonstrate their ability to combine multimedia in real-world applications.

FBLD (Flip Blended Learning Design Template)

- Any One Unit from the above syllabus can be discussed by the faculty through online mode.
- Online mode can be SWAYAM MOOC Course or any other suggested by the UGC or Gujarat University.

MOOC Courses

Fundamentals of multimedia, graphics basic and features of page maker

COMPUTER APPLICATIONS- Minor

Text and Reference Books:

1. Computer Application – V, Vimal Pandya, HK Arts College Publishers, Ahmedabad [Gujarati Book]
2. DTP, BPB Publication
3. "Multimedia: Making It Work" by Tay Vaughan
4. "Adobe PageMaker Classroom in a Book" by Adobe Creative Team
5. "Fundamentals of Multimedia" by Ze-Nian Li and Mark S. Drew
6. Adobe PageMaker 7.0 Classroom in a Book, Adobe Creative Team
7. PageMaker 7: The Complete Reference, Carolyn M. Connally
8. Learning PageMaker 7, Ramesh Bangia
9. PageMaker 7 from A to Z, Marc Campbell
10. Training Guide pageMaker 7 By Satish Jain
11. Page Maker 7.0 (Straight to the Point), Dinesh Maidasani

PRACTICAL - PAGEMAKER

1. Advertisement (Newspaper)
2. Visiting Card / Business Card
3. Phamphlates / Handbill
4. Letter Head
5. Inquiry Form
6. Banner
7. Brochures
8. page booklet [different types effect : font, font style, bold, italic, underline etc.]

COMPUTER APPLICATIONS- Minor**NOTE:**

1. The norms including workload of any type of computer subjects (Major/Minor/Multi-Disciplinary/Soft Skill /Ability Enhancement course) in B.A./B.Com. shall be considered based on the below mentioned ratio of computer students per batch due to having technical subjects.
2. The duration of each Theory and Practical session is 55 minutes.
3. The maximum batch size for any computer related subject in any division of each semester for theory session is 60 students.
4. The batch size of practical session for any computer related subject in any semester is 15-20 students.
5. Any type of computer related subject can be offered in English / Gujarati or both Mediums.
6. The Theory and Practical sessions (workload) shall be applicable for English and Gujarati (both) medium separately.
7. The number of Minimum / Maximum of practical sessions shall be considered as per the framework and credits defined under the policy NEP 2020.
8. Minimum of 75% attendance is required to appear for the practical examination.
9. Minimum practical exercises must be completed by students before the examination.
10. The submission of computer journal for the respective subjects is mandatory for all the students of computer.
11. The certified journal by the competent authority of the college needs to be presented by students at the time of practical examination.
12. The submission of assignments and presentation is mandatory as per the norms laid down by the competent authority of Gujarat University under NEP 2020.
13. Students must appear in both the theory and practical examination of each term in the Internal and External examination.
14. The evaluation pattern for the weightage in Internal and External examination shall be considered as per the policy framed by the Gujarat University.