

KSKV KACHCHH UNIVERSITY
MUNDRA ROAD
BHUJ-Kachchh-370001

Curriculum

MASTER OF SCIENCE
(COMPUTER APPLICATIONS & INFORMATION
TECHNOLOGY)

Year 2009-2010
Rules and Syllabus

KSKV KACHCHH UNIVERSITY
Mundra Road, Bhuj-Kachchh-370001
Five Year's Full-Time Degree Course
M.Sc. in Computer Applications and Information Technology

REGULATIONS AND NORMS

R. M.Sc. (CA & IT) - 1

Master of Science (Computer applications & Information Technology) course is a full-time five years integrated degree course. After successful completion of the first three years course, the student will be awarded B.Sc. (CA & IT) and after successful completion of the fifth year, the student will be awarded M.Sc. (CA & IT).

R. M.Sc. (CA & IT) - 2

Candidate seeking admission to this course

Must have passed 12th Standard examination of Gujarat secondary education board examination / the senior school certificate (12th std) of C.B.S.C. or I.S.S.C. examination or its equivalent with subject :

- (1) "English" and one of the following subjects :
(2) Mathematics (3) Statistics (4) Business Mathematics (5) Elements of Accountancy.
(6) Physics.

R. M.Sc. (CA & IT) - 3

- 3.1 Intake shall be 80 (Eighty) for one (01) division. The reservation for the different category / caste will be as per government prevailing norms, time to time.

Following shall be distributions of seats for both the divisions each of 80 seats.

1. Seventy Five (75) General seats : Admission on this category will be according to merit. Reservation for candidates belonging to SC/ST/SEBC/NT etc. will be as per the rules. Five (05) seats are reserved within these seventy five seats, for candidates who has passed from central board and I.S.S.C. board schools situated in the Gujarat state.
2. Five (05) out of Gujarat type seats : This seats will be for students studied in schools located out of Gujarat State. Admission will be according to merit. Separate merit lists will be prepared for out of Gujarat type seats.

- 3.2 The admission to this course will be given through merit list prepared from percentage of theory marks obtained (practical marks will be excluded) out of total theory marks at G.S.E.B./ C.B.S.C.(12th Std. or I.S.S.C. (12th Std) or its equivalent examinations. In case there are equal percentages, up to two decimals, percentage of S.S.C.(10th Std) marks will be considered for determining the merit. The separate merit list will be prepared for the students, who studied in the schools located out of the Gujarat State.

R. M. Sc. (CA & IT) - 4

1. First year students have to fill & submit prescribed enrollment form of the University.
2. After successful completion of first three years, the student will be awarded B.Sc. degree in CA & IT. A student will obtain B.Sc. degree of CA & IT and will be eligible for further of M.Sc. (CA & IT). Students must have to register for M.Sc.(CA & IT) in the forth year and will have to fill & submit prescribed registration form of the University.

R. M. Sc. (CA & IT) - 5

The duration of the course will be five full-time academic years. The medium of the instruction and examination will be English. The teaching & examination scheme will be as below.

M.Sc.(CA&IT) First Year :-

Sub No.	Subject Name	Teaching Scheme		Examination Scheme								
		Theory	Practical	Internal Marks			External Marks					Grand Total (I+E)
		Lectures Hours/Week	Per Batch * Hours/Week	Th.	Prac	Total (I)	Th.	Durat ion	Prac. /Oral	Durat ion	Tot al (E)	
101	Communication Skills	4	--	20	10	30	50	3 hrs	20 (Oral)	15 Min	70	100
102	Advanced Mathematics	4	--	30	--	30	70	3 hrs	--	--	70	100
103	Computer Fundamental & Programming in 'C'	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
104	Financial Accounting & Management	4	--	30	--	30	70	3 hrs	--	--	70	100
105	Basic micro-computer & Application	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
106	Information Technology	4	--	30	--	30	70	3 hrs	--	--	70	100
107	Internet & Web	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
Total		25	9			210					490	700

* Note : 40 Students batch for Practical.

M.Sc.(CA&IT) Second Year :-

Sub No.	Subject Name	Teaching Scheme		Examination Scheme								
		Theory	Practical	Internal Marks			External Marks					Grand Total (I+E)
		Lectur es Hours/ Week	Per Batch * Hours/ Week	Th.	Prac	Tot al (I)	Th.	Durat ion	Prac. /Oral	Durat ion	Tot al (E)	
201	Data & File Structure	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
202	Operating System & UNIX	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
203	Systems Analysis & Design	4	--	30	--	30	70	3 hrs	--	--	70	100
204	Computer Organization & Architecture	4	--	30	--	30	70	3 hrs	--	--	70	100
205	Statistical & Numerical Analysis	4	--	30	--	30	70	3 hrs	--	--	70	100
206	Object Oriented Methods & C++	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
207	Data Base Management System	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
208	Client-Server Architecture & Interface	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
Total		27	15			240					560	800

* Note: 40 Students batch for Practical.

M.Sc. (CA&IT) Third Year:-

Sub No.	Subject Name	Teaching Scheme		Examination Scheme								
		Theory	Practical	Internal Marks			External Marks					Grand Total (I+E)
		Lectures Hours/Week	Per Batch * Hours/Week	Th.	Prac	Total (I)	Th.	Duratio n	Prac. /Oral	Duratio n	Tot al (E)	
301	Data Communications & Networking	4	--	30	--	30	70	3 hrs	--	--	70	100
302	Computer Graphics and Introduction to & GIS software	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
303	Web designing & E-Commerce	3	3	15	15	30	35	3 hrs	35	--	70	100
304	Visual Application Development (VC++)	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
305	Advance Programming With Java	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
306	Advance Database Architecture	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
307	Computer Based Optimization Models	4	--	30	--	30	70	3 hrs	--	3 hrs	70	100
308	System Development Project (Mini project)	--	50 Days (5 hrs/day)	--	--	30	--	--	--	--	70	100
Total		23	15			240					560	800

* Note : 40 Students batch for Practical.

M.Sc. (CA&IT) Fourth Year :-

Sub No.	Subject Name	Teaching Scheme		Examination Scheme								
		Theory	Practical	Internal Marks			External Marks					Grand Total (I+E)
		Lectures Hours/Week	Per Batch * Hours/Week	Th.	Prac	Total (I)	Th.	Duratio	Prac. /Oral	Duratio	Total (E)	
401	Management Information System & Enterprise Resource Planning	4	--	30	--	30	70	3 hrs	--	--	70	100
402	Operating System Administration	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
403	Software Engineering	3	--	30	--	30	70	3 hrs	--	3 hrs	70	100
404	Advance Java Technology	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
405	Elective – I	*	--	--	--	--	--	--	--	--	--	100
406	Elective – II	*	--	--	--	--	--	--	--	--	--	100
407	Elective – III	*	--	--	--	--	--	--	--	--	--	100
Total		--	--	--	--	--	--	--	--	--	--	700

- * Note : 1. 40 Students batch for Practical.
2. Scheme for elective subjects is shown in the elective subject table.

M.Sc. (CA&IT) 5TH YEAR :-

Sub No.	Subject Name	Teaching Scheme		Examination Scheme								
		Theory	Practical	Internal Marks			External Marks					Grand Total (I+E)
		Lectures Hours/Week	Per Batch * Hours/Week	Th.	Prac	Total (I)	Th.	Duratio	Prac. /Oral	Duratio	Total (E)	
501	Artificial Intelligence	4	3	30	--	30	70	3 hrs	--	--	70	100
502	Embedded System	4	3	30	--	30	70	3 hrs	--	--	70	100
503	Elective – IV	*	--	--	--	--	--	--	--	--	--	100
504	Elective – V	*	--	--	--	--	--	--	--	--	--	100
505	Practical Based on 501 to 504	*	12	--	120	120	--		180	6 hrs	180	300
506	System Development Project - II (Main)	*	01 Full term (6 Months)	--	200	200	--	--	400	45 Minutes	400	600
Total		--	--	--	--	--	--	--	--	--	--	1300

- General Note for all years :
 1. The teaching scheme for elective subjects is shown in the elective subject table.
 2. 40 Students batch for Practical.
 3. There shall be two division of 80 – 80 students.
 4. The teaching for the subjects 501 to 505 would be taken in First term of the academic year.
 5. System Development Project (Main) would be done in second term of the academic year.
 6. The External examination will be held at the end of academic year.

M.Sc. (CA&IT) Elective Subject: -

Sub No.	Subject Name	Teaching Scheme		Examination Scheme								
		Th.	Prac.	Internal Marks			External Marks					Grand Total (I+E)
		Lect. Hrs/Week	Per Batch * Hrs/Week	Th.	Prac	Tot al (I)	Th.	Durat ion	Prac. /Oral	Durat ion	Tot al (E)	
EL-01	Advanced Web Technology	3	3	15	15	30	35	3 hrs	35	3hrs	70	100
EL-02	Computer Security	3	3	15	15	30	35	3 hrs	35	3 hrs	70	100
EL-03	Advanced Networking	4	--	30	--	30	70	3 hrs	--	--	70	100
EL-04	Cyber Laws & Standard in ICT	4	--	30	--	30	70	3 hrs	--	--	70	100
EL-05	Object Oriented Analysis and Design with UML	4	3	15	15	30	35	3 hrs	35	3 hrs	70	100
EL-06	Distributed Computing	4	--	30	--	30	70	3 hrs	--	--	70	100
EL-07	Advanced Computer Architecture and Parallel Processing	4	3	15	15	30	35	3 hrs	35	3 hrs	70	100
EL-08	Multimedia Computing	4	3	15	15	30	35	3 hrs	35	3 hrs	70	100
EL-09	Image Processing	4	3	15	15	30	35	3 hrs	35	3 hrs	70	100
EL-10	Geographic Information System & Global Positioning System	4	3	15	15	30	35	3 hrs	35	3 Hrs	70	100
EL-11	Data Warehousing & Data Mining	4	3	15	15	30	35	3 hrs	35	3 Hrs	70	100

R. M. Sc. (CA & IT) – 6

For the purpose of internal assessment (examination) department shall conduct at least two tests in a year. When more tests are conducted then the average of the all test will be considered to prepare marks gained out of 30 internal marks in each subject. The University examination (External) will be conducted as per the year system. i.e. at the end of every academic year.

R. M. Sc. (CA & IT) – 7

No students will be allowed to join any service/job during the course of study.

R. M. Sc. (CA & IT) - 8.

Eligible student will have to fill and submit the prescribed application form to the Registrar of the University, through the 'Director, M. Sc. (CA & IT)', on or before prescribed date, for appearing in the university examination.

R. M. Sc. (CA & IT) - 9

The students shall be allowed to appear in the university examination, provided that the 'Director, M. Sc. (CA & IT)', certify the following:

1. He has attended the course of study to the satisfaction.
2. He has maintained good conduct & character during the studies.
3. He has attended at least 80% of theory & Practical session.

R. M. Sc. (CA & IT) – 10 (Passing Standard)

First Year:

- (a) To 'PASS' the examination in the first year of this course the student must have obtained
 - (i) At least 40% internal marks in aggregate
 - (ii) And at least 40% marks in each subject head in external (university) examination.
 - (iii) Total of theory and practical will be considered as a one-subject head.
- (b) A student , securing less than 40% marks in more than one subject will be declared 'FAIL' and has to reappear in the first year examination. Such student can reappear F.Y. examination with exemptions in all subject heads, in which he/she gained 40% marks (Part) or reappear again in all subjects (whole).
- (c) A student, securing less than 40 % and more marks in only one subjects will be declared ' FAIL', but will be allowed to keep term (ATKT) to the second year.

Second Year :

- (a) A student declared 'PASS' or 'ATKT' in the F. Y. will be allowed to study in second year.
- (b) To 'PASS' the examination in the second year of this course the student must have obtained.
 - (i) At least 40% internal marks in aggregate
 - (ii) And at least 40% marks in each subject head in external (university) examination.
 - (iii) Total of theory and practical will be considered as a one-subject head.
- (c) A student, securing less than 40% marks in more than one subject will be declared 'FAIL' and has to reappear in the second year examination. Such student can reappear examination with exemptions in all subject heads, in which he/she gained 40% marks (Part) or reappear again in all subjects (whole).
- (d) A student, securing less than 40 % marks in only one subjects will be declared ' FAIL' but allowed to keep term (ATKT) to the third year.

Third Year :

- (a) (i) A students declared 'PASS' in first year examination and (ii) declared 'PASS' or 'A.T.K.T.' in the second year will be allowed to study in the Third Year.
- (b) To 'PASS' the examination in the third year of this course the student must have obtained
 - (i) At least 40% internal marks in aggregate
 - (ii) And at least 40% marks in each subject head in external (university) examination.
 - (iii) Total of theory and practical will be considered as a one-subject head.
- (c) A student, securing less than 40% marks in more than one subject will be declared 'FAIL' and has to reappear in the third year examination. Such student can reappear examination with exemptions in all subject heads, in which he/she gained 40% and more marks (Part) or reappear again in all subjects (whole).

Fourth Year :

- (a) A student successfully completed three years study and awarded B.Sc. (CA&IT) will be allowed to study in the Fourth Year.
- (b) To 'PASS' the examination in the fourth year of this course the student must have obtained.
 - (i) At least 40% internal marks in aggregate.
 - (ii) And at least 40% marks in each subject head in external (university) examination.
 - (iii) Total of theory and practical will be considered as a one subject head.
- (c) A student, securing less than 40% marks in more than one subject will be declared 'FAIL' and has to reappear in the fourth year examination. Such student can reappear examination with exemptions in all subject heads, in which he/she gained 40% and more marks (Part) or reappear again in all subjects (whole).
- (d) A student, securing less than 40 % marks in only one subjects will be declared ' FAIL' but allowed to keep term (ATKT) to the fifth year.

Fifth Year :

- (a) A student declared 'PASS' or 'A.T.K.T.' in the Fourth year will be allowed to study in the Fifth Year.
- (b) To 'PASS' the examination in the fifth year of this course the student must have obtained.
 - (i) At least 40% internal marks in aggregate.
 - (ii) And at least 40% marks in each subject head in external (university) examination.
 - (iii) Total of theory and practical will be considered as a one-subject head.

- (c) A student , securing less than 40% marks in more than one subject will be declared 'FAIL' and has to reappear in the fifth year examination. Such student can reappear examination with exemptions in all subject heads, in which he/she gained 40% and more marks (Part) or reappear again in all subjects (whole).

R. M.Sc. (CA & IT) - 11

- 11.1 Class will be awarded at end of Third and Fifth Year Only.
- 11.2 At end of the third year, the percentage will be calculated considering total marks obtained in all subjects of third year plus percentage of F.Y. and S.Y. will be taken as a one subject each. Percentage would be calculated considering both of the internal and external marks.
- 11.3 At end of the fifth year, the percentage will be calculated considering total marks obtained in all subjects of fifth year plus percentage of Fourth Year as a one subject. Percentage would be calculated considering both of the internal and external marks.
- 11.4 Class will be awarded as under :

<u>CLASS</u>	<u>PERCENTAGE</u>
Distinction with merit	80 and above
Distinction	70 and above
First class	60 and above
Second class	48 and above
Pass class	40 and above & passing in Compartment.

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MASTER OF SCIENCE
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F.Y.M.Sc.(CA&IT)
[THEORY]

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.
101 COMMUNICATION SKILLS

OBJECTIVES :

- (1) To develop communication skills of speaking, reading and writing.
- (2) To create awareness for correct usage and to carry out remedial language work.
- (3) To expand vocabulary and correct pronunciation.

I - ORAL COMMUNICATION

[20] MARKS

- (1) At the college
- (2) On the campus
- (3) Outside the campus
- (4) At the post office
- (5) For Business and pleasure
- (6) Review.

II - GRAMMER AND USAGE :

[25] MARKS

- (1) The Articles
- (2) Nouns & Pronouns
- (3) Tenses
- (4) Auxiliary verbs (Model auxiliaries)
- (5) Questions and negatives
- (6) Prepositions attached to verbs
- (7) Vocabulary words often confused, Abbreviations and Numerals
- (8) Active-Passive
- (9) Conjunctions
- (10) Reported speech
- (11) Translation

III - BUSINESS COMMUNICATION

[25] MARKS

- (1) Enquiries and Replies
- (2) Quotations
- (3) Voluntary offers
- (4) Placing of orders
- (5) Cancellations of orders
- (6) Complaints and Adjustments

TOTAL 70 MARKS

Text Book :

For Part-I ORAL COMMUNICATION

Creative English Communication By N.Krishnaswami and T.Sriraman.(Section-I).

Reference Books :

For Part-II GRAMMER AND USAGE

- (A) Advanced English for Non-native Learners B Mishara, Jadeja & Jishi.(O.U.P.)
- (B) Contemporary English Grammar, Structure and Composition By David Green.(MacMillan)

For Part-III BUSINESS COMMUNICATION

- (A) Essentials of Business Communication By Rajendra Pal and J.S.Korlahalli(S.Chand & Sons)
- (B) Modern Business Correspondence in Business English Written By Barin M.H.Robinson, V.S.Netrakanti(Orient)
- (C) Business correspondence & Report By R.C.Sharma & Krishna Mohan.

Examination Scheme:

(A) 70% External (70 marks out of 100 marks)

- * 55 marks Theory paaper of three Hours.
- * 15 Marks Oral Examination.

(B) 30% Internal (30 Marks out of 100 marks)

- * 25 marks atleast two internal test will be conducted by the institute. Finally 25 marks will be manipulated.
- * 05 marks Students Presence/Decipline , Class test Performance etc. will be given by concern teacher.

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.SC. (CA & IT)
102 : ADVANCED MATHEMATICS

Unit:1 **[12]**

- (1) Set Theory :- [6]
Set, subset, equality of two sets, Null set, Universal set Complement of a Set, Difference of two sets, Venn diagram, commutative, associative and distributive laws, DeMorgan laws, Cartesian product of two sets.
- (2) Function:- [6]
Definition, Domain and range, constant function, polynomial functions, Relational functions, exponential functions and logarithmic functions, Inverse function, Trigonometric functions, Graph of the functions.
Application to Break-Even Analysis:-
Demand, supply, Revenue and cost functions

Unit:2 Determinants and Matrices **[12]**

- (3) Concept of Determinants, properties of determinants (with out proof) [6]
Cramers rule.
- (4) Matrices of order $m \times n$ [6]
Algebra of matrices, Row and Column Transformation, Computation of Inverse, Simultaneous equations in two and three unknown variables solve by matrix methods

Unit:3 **[12]**

- (5) Limit and continuity [6]
Limit of a function, Rules of a limit (with out proof), Some standard limits (with out proof)

$$\lim_{x \rightarrow a} \frac{x^n - a^n}{x - a}, \quad \lim_{x \rightarrow 0} \frac{ax - 1}{x}, \quad \lim_{x \rightarrow 0} \frac{e^x - 1}{x}$$

$$\lim_{x \rightarrow 0} (1+x)^{1/x}, \quad \lim_{x \rightarrow 8} (1 + 1/x)^x$$

$$\lim_{x \rightarrow 0} \frac{\sin x}{x}, \quad \lim_{x \rightarrow 0} \frac{\tan x}{x}$$

Continuity and discontinuity for a polynomial functions at a point.

- (6) Differentiation [6]
Definition of derivative, Rules of derivative (with out proof), Derivative of some standard functions polynomials, Implicit, Exponential, Logarithmic and Trigonometric function, High order of derivative.

Unit-4 **[12]**

- (7) Integral calculus: [6]
Infinite integral as anti derivative as standard integral, Basic rules of Integration. (with out proof), Integration by parts.
- (8) Differential equation: [6]
Family of curves leading to differential equation and conversely its Solution leading to a family of curve. Definition of order and degree of a differential equation. Solution of first order and first-degree differential equation by

- (i) Separable variable method
- (ii) Homogeneous equation
- (iii) Linear equation.

Unit:5 Co-ordinate Geometry : [12]

Introduction, Quadrants and co-ordinates, distance between two points, Section formula, Area of a triangle, co linearity of three points, Equations of a straight line, General equation of a straight line, Angle between two Straight line (with out proof).

Unit:6 Graph theory and Trees [10]

Definition of graph, Isomorphism complete graph, Empty graph, Degree of a vertex , The first theorem of graph theory (with out proof) . Sub graph, complete graph, Regular graph, k- Regular graph, Graph operations (union(u), Intersection(G), Ring sum E), Complement of a graph, Walk, path, simple concept of following:- connected, components, cycle, Trees, Binary trees.

Text Books:-

Unit 1 to 5

1. Advanced Mathematics-Ravi Gor (Nirav Prakashan).

Unit-6

2. Introduction to Discrete Mathematics
-Udayan.M.Prajapati.
-Dr. Ajay.S. Gor.
(Nirav Prakashan).

Reference Books:-

1. Differential & Integral calculus-Shantinirayan
2. Introductory courses in Differential Equations - Murray

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FIRST YEAR M.Sc. C.A. & I.T.
103 COMPUTER FUNDAMENTALS AND PROGRAMMING in C

A. Introduction to programming	[15%]
* What is programming?	
* Problem solving methods with examples	
o Algorithm	
o Flowchart	
* Types of Programming languages	
* Characteristics of higher level language	
* Some Programming languages	
B. Programming in C language	
Unit-1. Overview of C	[7%]
Unit-2. Input and Output Operators	[6%]
Unit-3. Decision Making with Branching and Looping	[7%]
Unit-4. Arrays and Strings	[9%]
Unit-5. User-defined Functions	[9%]
Unit-6. Structures and Unions	[9%]
Unit-7. Pointers	[9%]
Unit-8. File Management	[9%]
Unit-9. Preprocessor	[5%]
Unit-10. Bit-level programming	[5%]
* Introduction	
* Bit wise logical operators	
* Bit wise shift operators	
* Bit wise complement operators	
Unit-11. Graphic functions in C	[10%]
* Introduction (gm, gd, and bgi)	
* In-built function	
i. Initgraph(), closegraph(),cleardevice()	
ii. getmaxx(),getmaxy(),getx(),gety()	
iii. setcolor(),getcolor(),setbkcolor(), getkcolor(),setfillstyle()	
iv. outttxxy()	
v. line()lineto(),linerel()	
vi. Circle(),Ellipse(),arc(),Rectangle(), drawpoly(),fillpoly()	

Text:

1. Programming in ANSI C, Balaguruswamy, Tata McGraw-Hill

Reference Books:

1. Computers in your Future (2nd Edition), Marilyn Meyer and Roberta Baber, Prentice-Hall India, 1998.
2. Programming in C Ansi standard, M.T.Savaliya, Atul Prakashan
3. Let Us C , Yashwant Kanetkar, BPB Publications
4. o level Information Technology, V.K.Jain, BPB Publications
5. Programming with C, Gottfried, McGraw-Hill International.

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.
104 FINANCIAL ACCOUNTING & MANAGEMENT

Unit 1 Accounting : **10%**
Accounting principles, concepts and conventions, double entry system of accounting ,types of accounts journalizing, introduction of basic books of accounts of sole proprietary concern, control accounts for debtors and creditors, closing of books of accounts and preparation of trial balance.

Unit 2 Final Accounts: 15%
Trading and profit and loss account and balance sheet of sole proprietary concern with normal closing entries. Final accounts of partnership firms and limited company.

Unit 3
(A) Financial Management: **5%**
Meaning, role and importance of financial management.

(B) Ratio analysis: **10%**
Meaning, advantages, limitations, types of ratios and their usefulness.

Unit-4
(A) Costing: **15%**
Nature, importance and basic principles, methods, elements of cost, cost-sheet, pro-forma of cost-sheet, tender price.

(B) Budget and Budgetary Control : **10%**
Nature and scope, importance methods of finalization of master budget and functional budgets.

Unit-5
(A) Standard Costing: **10%**
Nature and scope, computation and analysis of variances with reference to material cost , labor cost, interpretation of the variances.

(B) Marginal Costing: **15%**
Meaning and scope of marginal costing, uses and limitations of marginal costing , break even point, simple example on decision making.

Unit-6 Accounting Softwares **10%**

- * Role of computers in commerce.
- * Introduction to Accounting Packages.
(e.g. Tally,E.X. Next generation).
- * Hardware and software requirement for tally.
- * Features of tally.
- * Flow of Accounting package tally through examples.
- * Various Phases of Accounting Cycle in Tally.
- * Tax calculation & tally
- * MIS & Tally.

Text Book :

Accounting & Financial Management by D.R.Patel, Atul Prakashan

Reference Books:

1. Elements Bookkeeping & Accountancy-std 11, Guj State Board
2. Kellock, J.: Elements of Accounting, Heinemann, 1978.
3. Rockely, L.E.: Finance for the Non-accountant, 2ndEdn. Basic Books,1976.
4. Levy and Sarnat : Principles of Financial Management,
Prentice- Hall international.
5. Arnoel: Financial accounting, Prentice-Hall International
6. Horngren and Sundem: Introduction to Financial Accounting,
Prentice- Hall International (paperback Edition)
7. Murthy, U.S.: Management Finance, 2nd Edn., Vakils Fefers & Simons Ltd., 1978
8. Van Home, James,C: Financial Management & Policy, Prentice Inc.
9. Pandy I.M.: Financial Management, Vikas Publications, 1979.
10. S.M. Inamdar: Financial Accounting.
11. An introduction to Accountancy by S.N.Maheshvery,S.K. Maheshvery.

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.
105 Basic Micro Computer Application

UNIT 1 : Operating System

- A. DOS & Windows : Operating System 10%
- DOS : Internal & External commands, file name, wildcard character, autoexec.bat & config.sys, hidden system files. Commands like DIR, MKDIR, CHDIR, COPY, TYPE, DELETE, RENAME, PRINT, FORMAT, SYS, LABEL, CHKDSK, SCANDISK, ATTRIB, PATH, PROMPT, DATE, TIME, BACKUP, RESTORE etc.
- WINDOWS : Concept of Window, icon, menu, picture Control Panel etc.
Desktop : my computer, network neighborhood, recycle bin etc., start menu, windows explorer, long & short file names, creating folder, copying & moving files, deleting files, creating shortcuts, adding & deleting from start menu, adding & removing hardware, scanning disk, defragmentation, security features, installing other software etc.

UNIT 2 : Basic Office Package

- A. Word Processing Package 10%
- Create, edit, store, print high quality documents, navigating document, spell checking, cut & paste, find & replace, word-wrap, alignment, formatting the document, inserting tables, pictures, different font styles, macros, mail-merge etc.
- B. Presentation Package 5%
- Creating/editing slides, using text, drawings, tables, pictures, charts and other objects in slide, animation & slide transition effects, creating and running automatic slideshow, macros, templates, interface with other packages. Automatic slide show.
- C. Spreadsheet Package 10%
- Concept of worksheet, navigating worksheet, entering & editing data into cells, formulas & operators. range of cells, moving-copying-transposing data, absolute and relative cell references, spell checking, insert/delete/hide/show rows/columns, change column width/row height, formatting data, protecting & hiding data, sorting data, searching & replacing data, built-in functions, look up tables, data organization analysis-manipulation, queries, what-if analysis, import export of data, multiple worksheets & operations on them, charts, pictures, file operations, printing worksheets, macros, templates, interface with other software packages. pivot table, filtering data etc.
- D. DBMS Package 15%
- DBMS concepts, creating database, tables, fields & its properties, data types, primary key, adding/editing data, navigating, sorting, indexing, filtering, designing queries, using forms, report generation facilities, relationships, joins, macros, integration with other packages.

UNIT 3 : Desktop Publishing

- A. Page Maker 20%
- * Creating a Newsletter
 - The PageMaker Environment
 - Using Text
 - Importing and Manipulating Graphics
 - Master Pages
 - * Using Text
 - Importing Text
 - Spacing Text
 - Using Styles and Editing Text with the Story Editor

- * Using Graphics
 - Drawing Shapes
 - Text Wrapping
 - Manipulating Graphics
- * Printing in PageMaker
 - Creating and Applying Spot Colors
 - Updating Links
 - Creating a Booklet and Printing a Proof
 - Collecting Files for Output
- * Creating an Identity System
 - Creating Templates
 - Sharing Elements Between Documents

B. Corel Draw 10%

- * Introduction to Corel Draw
- * Surfing the Interface
 - Getting to know the status bar
 - Getting to scrollbar and color palette
 - Understanding Dialog box
 - Exploring the standard toolbar
- * Toolbox
 - Exploring the Corel Draw toolbox
 - Drawing Tools
 - Tools for customizing the Corel Draw screen
- * Browsing the Menus
 - File, Edit, View, Layout, Arrange, Effect, Bitmaps, Text, Tools
- * Drawing and working with Lines and Curves
- * Drawing and working with Rectangles, Ellipse and Polygons
- * Adding Text and Formatting Text
- * Working with Objects
 - Creating, moving and changing objects
 - Importing objects
 - Pasting objects
 - Dragging and Dropping objects
- * Defining Outline and Fill Color
 - Working with outlines
 - The outline pen dialog
 - The outline color dialog
 - Understanding fills
 - Fountain fills
 - Pattern fills
- * Creating Special Effects
 - Using an envelope
 - Creating perspective effects
 - Blending objects

C. Photo Shop 20%

- * Photoshop's Environment
 - Graphics and Environment Elements
 - Navigating in Photoshop
- * Sizing Images
 - Image Size and Resolution
 - Cropping

- * Selecting Image Areas
 - The Rectangular and Elliptical Marquee Tools
 - The Lasso Tools and Saving Selections

- The Magic Wand Tool
- The Magnetic Lasso Tool and Modifying Selections
- * Layers
 - Floating Versus Fixed Selections
 - Undoing Previous Steps
 - Copying Selections and Creating Layers
 - Transforming Layers
 - Copying Layers and Saving Images
 - Arranging Layers
- * Blending and Compositing
 - Defragging, Opacity, and Blending Modes
 - Feathering Edges
- * Image Modes
- * Color and Painting
 - Selecting Colors
 - Painting Tools and the Clone Stamp Tool
- * Text, Layer Effects, and Filters
 - Type Layers
 - Layer Effects
 - Filters, Merging, and Flattening
- * Adjusting Images
 - Brightness/Contrast and Levels Adjustment Layers
 - Toning Tools and Hue/Saturation
 - Saving Completed Images
 - Saving for Print Applications and the Web

Text Books :

1. Online Help
2. Ms-Office 2000 - No Experience required - Courter
3. HTML Programmers Reference by Thomas Powell, TMH 2nd Edition
4. Using Microsoft Office 2000 - Helly
5. Mastering Corel Draw 8 by Rick Altman, BPB 4th Edition
6. The Official Guide to Corel Draw Martin S. Matthews

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.
106 INFORMATION TECHNOLOGY

- | | | |
|---|--|-----|
| 1 | Information concept and processing | 05% |
| | a) Introduction | |
| | b) Data and Information | |
| | c) Features of Information | |
| | d) Categories Of Information | |
| | e) Levels of Information | |
| 2 | Concepts Of Data | 05% |
| | a) Organization of data as file | |
| | b) Types of files | |
| | c) Classification of data files by function | |
| | d) File organization | |
| 3 | Elements of Electronic Data Processing | 05% |
| | a) Introduction of computerized business data processing | |
| | b) Benefits of Electronic Data Processing | |
| | c) Faculties available in computer Data Processing | |
| | d) Overview of commercial applications | |
| 4 | Applications Of information Technology | 05% |
| | a) Word Processing | |
| | b) Graphic Packages | |
| | c) Graphics Systems | |
| | d) Advantages of Computer Graphics | |
| | e) Application Of Computer Graphics | |
| 5 | Elements Of Computer Systems | 15% |
| | a) Introduction | |
| | b) Capability and limitations | |
| | c) Computer Classification | |
| | d) Personal Computer | |
| | e) Main Frame Computers | |
| | f) Super Computers | |
| | g) Desktop computer | |
| | h) Workstations | |
| 6 | Input Units | 15% |
| | a) Functions Of Input Units | |
| | b) Input Devices | |
| | c) Off-line data input and on line data input | |
| | d) Computer Terminals | |
| | e) Mouse | |
| | f) Tracker ball | |
| | g) Light pen | |
| | h) Touch Screens | |
| | i) Keyboards | |
| | j) Punch card | |
| | k) Types Of scanners and sensors | |
| 7 | Output Units | 15% |
| | a) Introductions | |
| | b) Output devices | |
| | c) Types of Printers | |
| | d) Comparison Of printers | |
| | e) Monitor or VDU | |

- f) Plotter
- 8 Memory 10%
 - a) Introduction
 - b) Classification of Memories
 - c) Primary Memory
 - d) Types of random access memory
 - e) Read only memory
 - f) Characteristics of memory
- 9 Concept Of Data Storage Devices 15%
 - a) Secondary storage device
 - b) Magnetic media
 - c) Types of disks
 - d) Storage principles
 - e) Magnetic tape
 - f) Advantages and disadvantages of magnetic tap
 - g) Types of magnetic disks
 - h) Hard disk
 - i) Floppy disk
 - j) Merits and demerits of magnetic disk
 - k) Optical media
 - l) CD ROM/R/W and DVD
- 10 Programming language 10%
 - a) Introduction
 - b) Types of Languages
 - c) Low level V/s High level languages
 - d) Generations of Programming Language
 - e) Introduction of Machine Language
 - f) Introduction of Assembly Language
 - g) Forth Generation Language

Text Book:

"O" Level Module 1.1 Information Technology - V.K.Jain (BPB Publication)

Reference Book:

Information Technology - Ray (PHI Publication)

Introduction to Information Technology - V.Rajaraman (PHI Publication)

"O" Level made simple Information Technology - Satish Jain
(BPB Publication)

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.
107 Internet and Web

- A. Internet and Services 20%
A brief Introduction to the Internet, Internet services Working of Internet, HTTP (Hypertext Transfer Protocol) The World Wide Web, The Web Browsers, Search Engine and its categories, URL (Uniform Resource Locator)
- B. Internet Language 20%
HTML (Hyper Text Markup Language)
What is Internet language?, Understanding HTML, Create a Web Page, Linking to other Web Pages, Publishing HTML Pages, Text Alignment and Lists, Text Formatting Fonts Control, E-mail Links and link within a Page, Creating Table, Creating HTML Forms, Creating Web Page Graphics, Putting Graphics on a Web Page, Custom Backgrounds and Colors, Creating Animated Graphics, Defining Style with HTML Tags, Features of Style Sheet.
- C. Macromedia Dreamweaver 20%
A brief Introduction to Dreamweaver, Planning and creation of your Site, Site Management, Designing Page Layout, Browsing Menus Inserting and Formatting Text, Inserting Images, Inserting Tables Inserting Frames, Working with Forms.
- D. Macromedia Flash 20%
A brief Introduction to Flash, Flash Movie development, Seating of Document Property, Creating share with oval tool, Adding text to button, Converting a share into symbol, Editing buttons symbols, Adding key frame, Verifying changes with Test Movie, Adding layers to a movie, Viewing layers in the Timeline, Working with layers, Create Graphic symbols, Insert Instance, Motion Tweezing, Motion Tween settings.
- E. Macromedia Fireworks 20%
Introduction to Fireworks.
Exploring the Fireworks Interface.
--> Getting to know Main toolbar. --> Getting to know Modify toolbar.
--> The Tools Panel. Selection Tools, Bitmap Tools, Vector Tools Color Tools, View Tools
--> The Document Window. --> Integrated the property Inspection.
--> Introducing the panel Docking Area. Working with Bitmap Images
--> Modifying Bitmap Images.
--> Controlling Edges in Bitmap Selections
--> Painting with Bitmaps
--> Combining Bitmap Images and Vector objects
--> Combining Selection and Painting Tools Working with Text and Text Effects.
--> Exploring Strokes, Fills and Effects. Creating and Organizing Graphics.
--> Organizing with Groups Organizing with Layers
--> Working with Layers Panel Tools for Creating Consistent Content
--> Understanding Symbols and Instances

Text Books

1. Online Help
2. Tech Yourself HTML 4 in 24 Hours by Dick Oliver (Techmedia)
3. 10 minutes Guide to HTML Style Sheets by Craig Zacker (PHI)
4. Web Publishing by DSouza
5. Macromedia Dreamweaver by Macromedia Inc.
6. Macromedia Flash 5 by Macromedia Inc.
7. Macromedia Fireworks by Macromedia Inc.

KSKV KACHCHH UNIVERSITY

Mundra Road, Bhuj-Kachchh-370001

MASTER OF SCIENCE
(COMPUTER APPLICATIONS & INFORMATION
TECHNOLOGY)

F.Y.Msc.(CA&IT)

[PRACTICAL]

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.

103: Computer Fundamentals and Programming in C (Practical List)

Constant, Variable and Data Type

1. Write a c program to print name, address and roll no.
2. Write a c program to find out area of circle and volume of cylinder.
3. Write a c program to evaluate simple interest $I = PRN / 100$.
4. Write a c program to calculate 10% bonus of salary.
5. Write a c program to enter a distance in to K.M and convert it in to meter, feet, inches and centimeter.
6. Write a c program to interchange two nos.
7. Write a c program to find out distance traveled by this eq $d = ut + at^2$.
8. Write a c program to print a no in to hexadecimal and octal no.

Operator Expression

9. Write a C program to find that the accepted no is Negative, or Positive or Zero.
10. Write a c program for summation, subtraction, multiplication, division of two no using arithmetic operator.
11. Write a c program to display days into months, weeks and reminder days.
12. Write a c program to find out the largest value from given three no using conditional operator.
13. Write a c program to check input no is positive then add 10 otherwise decrease 5.
14. Checked whether entered char is capital, small, digit or any special character.

Decision making and Branching

15. Write a c program to input a integer no check the last digit of no is even or odd.
16. Write a c program to compute an electric city bill.

Unit	Rate/unit
1 – 100	3
101-200	3.50
201-400	4
401 Up	5
17. Write a c program to prepare pay slip using following data.
Da = 10% of basic, Hra = 7.50% of basic, Ma = 300,
Pf = 12.50% of basic, Gross = basic + Da + Hra + Ma, Nt = Gross – Pf.
18. Write a c program to read marks and your program will display grade.

Marks	Grade
100 – 80	Dist
60 – 79	First
50 – 59	Second
35 – 49	Pass
0 – 34	Fail

19. Write a c program to read no 1 to 7 and print relatively day Sunday to Saturday.
20. Write a c program to find out the max. and min. no from given 10 no.
21. Write a c program to find out the largest no of given 3 no using if...else
22. Write a c program to checked enter no is palindrome or not, Armstrong or not.
23. Find out the sum of given four digit no.

Loop

24. Write a C program to find the sum of digits of accepted no.
25. Write a C program to find the sum of first 100 natural nos.
26. Write a C program to find the sum of first 100 odd nos. and Evan nos.
27. Write a C program to find sum of that nos. which are dividable by 3 between 100 and 300.
28. Write a C program to display first 25 Fibonacci nos.
29. Write a C program to display first 5 Armstrong nos.
30. Write a C program to find factorial of accepted nos.
31. Write a C program to find the sum and average of different nos which are accepted by user as many as user wants.
32. Write a C program to print the accepted no and its reverse no.

User Defined Functions

- 49. Write a c program to check the no. is Palindrome or not using function.
- 50. Write a function Exchange to interchange the values of two variables, say x and y. illustrate the use of this function in a calling function.
- 51. Write a c program to use recursive calls to evaluate $F(x) = x - x^3 / 3! + x^5 / 5! - x^7 / 7! + \dots$
- 52. Write a function prime that returns 1 if its argument is a prime number and return zero otherwise.
- 53. Write a function that will scan a character string passed as an argument and convert all lowercase character into their uppercase equivalents.
- 54. Write a c program to general Fibonacci series.
- 55. Write a c program using global variable, static variable.
- 56. Find the NPR, NCR with using user define function. $NPR = N!/(N-R)!$ $NCR = N!/(R!(N-R)!)$.

Structure and Unions

- 57. Define a structure type struct personal that would contain person name, date of joining and salary using this structure to read this information of 5 people and print the same on screen.
- 58. Define structure data type called time_struct containing three members integer hour, integer minute and integer second. Develop a program that would assign values to the individual number and display the time in the following format: 16: 40:51
- 59. Define a structure called cricket that will describe the following information
 Player name
 Team name
 Batting average
 Using cricket, declare an array player with 50 elements and Write a c program to read the information about all the 50 players and print team wise list containing names of players with their batting average.
- 60. Design a structure student_record to contain name, branch and total marks obtained. Develop a program to read data for 10 students in a class and print them.
- 61. Create two structure named Metric and British, which store the values of distances. The metric structure stores the values in meters and centimeters and British structure store the values in feet and inches. Write a c program that read values for the structure variables and adds values contained in one variable of metric to the contents of another variable of British. The program should display the result in the format of feet and inches or meters and centimeters as required.

Pointer

- 62. Write a c program to print the value and address of the element.
- 63. Write a c program to accept 10 numbers and sort them with use of pointer.
- 64. Write a c program to print the address of character and the character of string using with pointer.
- 65. Write a c program to swap the two values using pointers.
- 66. Write a c program-using pointer to add two matrixes.
- 67. Write a c program with structure and pointer.

File

- 68. Create one text file store some information into it and print the same information on terminal.
- 69. A file named data contains series of integer no. Write a c program to read that no. and then write all odd no into file named odd no. and write all even no into file named even no. Display all the contents of these file on screen.
- 70. Write a c program to read data from keyboard, write it to a file called input and Display data of input file on the screen.
- 71. Write a c program to open file named inventory and store it in the following.

Item Name	No.	Price	Quantity
AAA-1	111	17.50	115
BBB-2	125	36.00	75
CCC-3	247	31.75	104

Extend the program to read this data from file inventory and display table with the value of each item.

- 73. Write a c program to read markdata which contains rollno, name, sub1, sub2, sub3 file and generate the annual examination results are tabulated as follows:

Rollno	Name	Sub1	Sub2	Sub3	Total per%	Class
.....						

74. Write a c program to input employee no, employee name and basic and to store output into empdata file in following format.

A/c Department of M.Sc.(CA & IT)

```
-----Emp-No Name          Basic
DA  HRA  MA  PF          GROSS  NET-PAY
-----1          xyz          5000
2500 500  100 500  8100  7600
2
3
-----
```

DA = 50% of Basic

HRA = 10% of Basic

MA = 100

PF = 10% of Basic

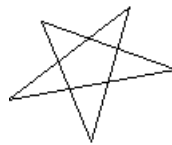
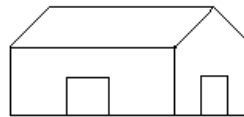
GROSS = BASIC + DA + HRA + MA

NET-PAY = GROSS - PF

75. Write a c program to read empin data file which contains empno, empname and basic. To create empout data file as per practical no 74 format.

Graphics

76. Write a c program to generate the following output.



77. Write a program to draw a moving car using graphics.
 78. Write a program to draw a colorful star.
 79. Write a program to draw computer equipments like Monitor, keyboard, mouse, cabinet using graphics.

BIT LEVEL PRACTICAL LIST

80. Write a program to find out 2's complement of a given number.
 81. Write a program to display binary form of given number.
 82. Write a program to check whether given number is odd or even.
 83. Write a program to illustrate the use of bit field in structure programming
 84. Write a program to divide given number by 2 raised to n.
 (Where n is any positive integer)

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.
105 : Basic Micro Computer Application (Practical List)

[A] DOS ASSIGNMENT

- (1) Explain Dos And What Is Filename ?
- (2) What Is The Difference Between External Commands & Internal Commands ?
- (3) Discuss Any Ten Internal Commands ?
- (4) Discuss Any Ten External Commands ?
- (5) Explain Xcopy & Copy Commands & Disk Copy Commands.
- (6) Explain Redirection & Pipes.
- (7) What Is Wildcards ?
- (8) Write The Function Of The Following Dos Commands
1. DIR /O 2. MD 3. TYPE 4. TREE
5. CHKDSK 6. LABEL 7. REN 8. PROMPT \$D\$T\$P\$G
9. DIR /S 10. DIR/OD
- (9) What Is The Difference Between File & Directory ?
- (10) Discuss The Filter Commands .
- (11) Explain Batch File And Write The Following Programming
1. Rename.Bat Rename Program.
2. Move Program That Moves File From Source To Destination
3. Display Some Message In Screen.
4. Program To Delete A File
- (12) Short Note On Autoexec.Bat & Config.Sys File

[B] WINDOWS ASSIGNMENT

- (1) What Is Windows ? What Is Desk Top ?
- (2) Explain Icon, Status Bar, Menu Bar ,Scroll Bar, Insertion Point, Titlebar, Maximise & Minimise Button With An Application.
- (3) Use Of Paint & Discuss Any Ten Option Of Paint.
- (4) Discuss My Computer, Network Neighbourhood, My Briefcase Recycle Bin, Windows Explorer & Internet Explorer.
- (5) Discuss Control Panel.
- (6) Explain Windows Properties.
- (7) Which Type Of Work Easy In Paint & Image.?
- (8) What Is Clipboard ?
- (9) Use Of Windows Explorer.
- (10) How Create The New Folders.
- (11) Which Options Are Available With Start Menu.

[C] MS-WORD ASSIGNMENT

- (1) What Is Word Processing & It's Advantage.
- (2) Explain File, Edit, View, Insert, Format, Tools, Table, Windows (With All Option)
- (3) Write At Least Five Page In Word.

- Set Page Header As " ,
 Patan " & Suitable Page Footer With Your Name ,
 Page Number,Margins ,Date & Explain It.
- (4) Write Your Complete Bio-Data,Use Boldface,Font,Table
 - (5) Explain Spelling Check Option With Above Two Documents
 - (6) What Is Mailmerge ? And Explain.
 - (7) Write Four Letters To Your Friends Using Mailmerge
 - (8) Explain Format Painter,Alignment Setting,Highlights.
 - (9) Compare Ordinary Type Writer And Word Processor.
 - (10) Explain Replace (^H) Menu Commands.
 - (11) Discuss Spelling Check Menu Commands.
 - (12) Discuss Autocorrect & Autotext.
 - (13) Write The Function Of The Following Word Commands
 ^X ^V ^I ^A ^Z ^B
 ^U ^L ^R F7 ^S ^G
 ^F ^O ^N ^C ^P ALT+F4
 ALT+SHIFT+D ALT+NUM5 CTRL+SHIFT+F

MICROSOFT WORD PRACTICAL

- (1) Create A New Document & Set The Page Properly. Set The Margins Of Page ,
 Change The View Of The Page, Copy The First Paragraph And Paste It In
 Between The Paragraph. Move Middle Three Line At The Bottom Of The
 Paragraph.
- (2) Create A Document And Highlight The Main Points, Bullets, Set The
 Paragraph Properly, Set The Line Space At Two, Set The Line Space At
 Two, Set The Proper Border To The Page.
- (3) Create A Document And Type Your Time Table.
- (4) Write A Letter Using Mail-Merge Utility. (Enter Atleast 10 Records)
- (5) Create A Document And Write Some Text Then Do Formatting On That Text
 Using Macro Utility.

MICROSOFT EXCEL

[D] MS_EXCEL ASSIGNMENT

- (1) What Is Spreadsheet Or Worksheet ?
- (2) What Is Range And Cell ?
- (3) Explain Following Menus Of A Spreadsheet
 File,Edit,View,Insert,Format,Tools,Data,Windows
- (4) Mention The Different Date Formats.
- (5) What Is Function And Explain @If Function.
- (6) How Many Types Of Graph Available In Excel-2000.
- (7) Difference Between Stacked Bar And Bar Graphs.
- (8) What Is Database ?.
- (9) What Is Spread Sheet And Its Advantage ?
- (10) How Many Columns & Cells & Rows In Excel-2000 ?
- (11) What Is Macro ? How To Create.
- (12) Which Type Of Number Format Category In Excel-2000.
- (13) What Is Function ?
 Explain The Following Functions With Illustration?
 Sum() Mod() Sqrt() Fv() Pv()
 Pmt() Rand() Left() Abs() Max()
 Cell() Day() Int() Mod() Exp() Average()
- (14) How To Protect Your Workbook?
- (15) Explain Goal Seek.
- (16) Explain Sorting And Filtering Data ?
- (17) Discuss Commands Any 25. Like -> Alt F N.

- (18) How To Draw A Graphs ? Explain All Steps Of Creating A Graph.
 (19) Explain Print With It's All Options.
 (20) Which Are Statistical Functions, Mathematical Functions
 & Financial Functions And Explain Each. ? (Any 20)

PRACTICAL - 1 PREPARE A WORKSHEET AS SHOWN BELOW.

KACHCHH TRAVELS & CO.
 APRIL-MAY-2000.

NO	NAME	DESIGNATION	BIRTH	AGE	STA_DATE	RETU_DATE	AMOUNT	TAX
1	G.D.THAKAR	PRINCIPAL	11-OCT-56	26-JUL-22	31-JUL-22	8000.00	
2	N.P.PATEL	PROFESSOR	30-DEC-44	09-DEC-29	19-DEC-29	6400.00	
3	S.M.PATEL	PROFESSOR	22-MAY-65	13-SEP-21	18-SEP-21	6102.00	
4	Y.S.RAVAL	CLERK	14-MAR-70	06-NOV-14	07-NOV-14	3230.00	
5	J.L.OZA	SECRETARY	29-AUG-63	23-OCT-23	30-OCT-23	0000.00	
6	J.M.PATEL	DIRECTOR	22-APR-58	21-SEP-25	27-SEP-25	5050.00	
7	M.M.PATEL	PRINCIPAL	25-SEP-52	28-APR-26	03-MAY-26	9020.00	
8	K.P.RAVAT	CLERK	01-NOV-60	17-NOV-10	21-NOV-10	3600.00	
9	M.C.SHUKLA	MANAGER	23-OCT-61	20-AUG-09	30-AUG-09	1000.00	
10	R.K.DAVE	MANAGER	03-JUL-66	06-MAR-01	16-MAR-01	9000.00	

- 1. CHANGE COLUMN & ROW'S HEIGHT,WIDTH,COLOUR USING TOOL BAR AND ARROWKEY.
- 2. USE CUT, COPY, PASTE OPTION.
- 3. INSERT ROW AND COLUMN
- 4. DELETE ROW AND COLUMN.
- 5. SORT ABOVE DATABASE IN DESCENDING ORDER ON FILED NAME
- 6. DRAW A BAR GRAPH IN 2D FORM FOR NAME CORRESPONDING TO AGE. TITLE THE GRAPH AS
 " ,PATAN " &
 "MASTER OF SCIENCE (CA & IT) "
- 7. CHANGE COLOUR IN ABOVE GRAPH.
- 8. PUT DATA IN ABOVE GRAPH.

PRACTICAL :- 2 CREATE A WORKSHEET HAVING FOLLOWING INFORMATION.
 ITEM INFORMATION

ITEM NO	OPENING STOCK	PURCHASE	SALES	STOCK ON HAND
1234	5000	1200	2000	4200
2345	-	-	-	-
-				

- FILL THE DATA IN THE SPREADSHEET.
- SET THE WIDTH OF COLUMN B TO 15.
- ENTER 10 DATA IN FIRST 4 COLUMN.
- RIGHT JUSTIFY ALL THE LABEL.
- COMPUTE STOCK ON HAND USING FORMULA AND COPY COMMAND
- SAVE THIS WORKSHEET WITH THE FILE NAME STOCK.
- ERASE THE CURRENT WORKSHEET.
- MOVE ITEM NO COL TO COL G

- INSERT A BLANK ROW AT ROW 5 AND ADD ONE NEW ITEM.
- DELETE ROW NO 6
- INSERT A NEW COL PRICE BETWEEN ITEM AND OPENING STOCK
- ENTER PRICE IN NEW COL.
- CREATE NEW COL VALUE AFTER STOCK ON HAND.
- COMPUTE VALUE OF ALL ITEM USING NAMING RANGE WITH FOLLOWING FORMAT.
 $VALUE = STOCK\ ON\ HAND * PRICE.$
- CREATE A LINE GRAPH USING APPROPRIATE TITLE CORRESPONDING TO STOCK ON HAND.

PRACTICAL :- 3

SHRI GANESH COMPANY HAS EMPLOYED SOME SALESMAN FOR SELLING ITS PRODUCTS. THE COMPANY MAINTAINS A WORKSHEET IN FOLLOWING FORMAT. UP TO 12 MONTH.

SHRI GANESH AND DHRUVKUMAR COMPANY
SALES ANALYSIS

SALESMAN NAME	JAN	FEB	MARCH
SHRI. HARI	50,000	12000	30000
SHRI. VISHNU	70,000	16000	35000
SHRI. JALARAM	80,000	17000	16000
SHRI. JALARAM	90,000	12000	24000
SHRI. HARISH	56,800	14000	28000

USING THE ABOVE WORKSHEET COMPUTE THE FOLLOWING INFORMATION.

- 1. TOTAL NO OF SALESMEN
- 2. TOTAL VALUES OF SALESMAN MADE BY EACH SALES MAN USING SUM FUNCTION
- 3. TOTAL SALES MONTHWISE USING SUM TOOLBAR.
- 4. HIGHEST SALES IN EACH MONTH USING MAX FUNCTION.
- 5. LOWER SALES IN EACH MONTH USING MIN FUNCTION.
- 6. ENTER 15 MORE DATA USING FORM.
- 7. DRAW THE COLUMN BAR GRAPHS USING SUITABLE TITLES NAME CORRESPONDING TOTAL SALES VALUE.
- 8. ADD DATA LABELS IN ABOVE GRAPH.
- 9. CHANGE FONT STYLE & COLOUR IN ABOVE SHEET USING MACRO.

PRACTICAL :- 4 PREPARE A WORKSHEET AS SHOWN BELOW.

EMPNO	EMPNAME	BASIC	JOIN_DATE	HRA	DA	DEDU	TOTAL	NET_SALARY
22	N.R.DAVE	4000	01-05-97					
27	C.D.TRIVADI	3500	16-10-96					
28	M.B.PRAJAPATI	3000	25-12-60					
22	A.R.PATEL	2500	08-02-65					
11	H.P.PANDYA	2440	11-11-72					
12	S.VAGHELA	2500	11-04-97					

NET_SALARY = TOTAL - DEDU

- 1. ENTER 15 DATA IN ABOVE WORKSHEET
- 1. CALCULATE DA IF BASIC <= 2500 DA =1000 ELSE DA =1200
- 2. CALCULATE HRA IF BASIC <= 1000 HRA =500 ELSE HRA =600
- 3. CALCULATE TOTAL = BASIC + DA + HRA
- 4. CALCULATE THE DEDU = TOTAL * .03
- 5. CALCULATE THE NET_SALARY = TOTAL - DEDU
- 6. DRAW A GRAPH FOR NAME CORRESPONDING NET_SALARY.
- 7. SORT ABOVE DATABASE ON PRIMARY FIELD AS A EMP-NAME AND SECONDARY FIELD AS A BASIC IN ASCENDING ORDER.
- 8. CREATE PIVOT TABLE.

PRACTICAL :- 5 PREPARE A WORKSHEET AS SHOWN BELOW.

EMP NO	EMPNAME	JAN	FEB	MAR	APRIL	TOTAL	AVG
A0001	MANISH	10000	12000	10000	13000	45,000.00	11250
B0001	RAMAN	20000	12600	32000	42000	106,600.00	26650
C0001	DHIREN	12000	30000	12500	16500	71,000.00	17750
A0001	DIRESH	20000	10200	18200	15600	64,000.00	16000
A0002	VIPUL	15000	40000	35000	25000	115,000.00	28750
B0002	JATIN	15500	25500	35000	12000	88,000.00	22000
C0003	BHAVIN	35000	15500	15500	13000	79,000.00	19750

- (1) CALCULATE THE TOTAL SALES MADE BY EACH SALESMAN.
- (2) FIND OUT MAXIMUM SALE IN EACH MONTH.
- (3) FIND OUT MINIMUM SALE IN EACH MONTH.
- (4) FIND OUT THE AVERAGE SALES OF EACH SALESMAN.
- (5) FIND OUT MODE OF SALES MADE BY EACH SALESMAN.
- (6) FIND OUT MEDIAN OF SALES MADE BY EACH SALESMAN.
- (7) DRAW A BAR GRAPH/PIE FOR AMOUNT CORRESPONDING TO SALESMAN.
TITLE THE GRAPH AS
" , PATAN " &
" MASTER OF SCIENCE (CA & IT) ."
- (8) COLUMN'S LABELS ARE APPEAR AFTER EVERY FIVE RECORDS.
- (9) SORT ABOVE DATABASE ON EMP-NAME IN ASCENDING ORDER.
- (10) SORT ABOVE DATABASE ON PRIMARY FILED AS A EMP-NO AND
SECONDARY FILED AS A EMP-NAME IN DESCENDING ORDER.

PRACTICAL :- 6 PREPARE A WORKSHEET AS SHOWN BELOW.

STUD-NO	STUD-NAME	SUB1	SUB2	SUB3	SUB4	TOT-MARKS	PERCENT	CLASS
1	DHAVAL							
2	NALIN							
3	YOGESH							
4	RAVI							
5	HITESH							
6	TARUN							

- 1. ENTER 15 DATA USING FORM OPTION.
- 2. CALCULATE TOT-MARKS USING FUNCTION.
- 3. FILL THE CLASS COLUMN USING IF() FUNCTION.
- 4. CREATE DATA FILTRATION USING FILTER OPTION.
- 5. DRAW A BAR CHART AND TITLE AS
" , PATAN" &
"MASTER OF SCIENCE (CA & IT)"
- 6. CREATE A PIVOT TABLE.
- 7. EVERY CONDITIONS IN DIFFERENT COLOUR AND FONT STYLE.
- 8. SORT ABOVE SHEET DATA ON ASCENDING ORDER.

PRACTICAL - 7 :

ASSETS DEPRECIATION MODEL.

YEAR	DOUBLE DECLINING BALANCE	STRAIGHT DECLINING BALANCE	SUM OF THE LINE	YEAR DIGIT
------	--------------------------------	----------------------------------	--------------------	------------

- 1
- 2
- 3
- 4

=====

NAME OF ASSETS = PCWORKSTATION
 YEARS OF USEFUL LIFE = 5
 MONTH OF PURCHASED = 5
 COST = 30000

- 1. CALCULATE THE DECLINE BALANCE.
- 2. CALCULATE THE DOUBLE DECLINE BALANCE.
- 3. CALCULATE THE STRAIGHT LINE.
- 4. CALCULATE THE SUM OF YEAR DIGIT.
- 5. CREATE A BAR GRAPH.
- 6. CREATE PIVOT TABLE.

PRACTICAL :- 8 LOAN PAYMENT CALCULATOR AMOUNT BORROWED

=====

LOAN LIFE \$5,000.00 \$10,000.00 \$15,000.00 \$20,000.00 \$25,000.00
 (YEARS)

=====

1
 2
 3
 4
 5

=====

ENTER AN INTEREST RATE :- 12%

- 1. CALCULATE PAYMENT OF LOAN USING FUNCTION.
- 2. CALCULATE FUTURE VALUE OF LOAN USING FUNCTION.
- 3. ENTER INTEREST RATE 15% AND CALCULATE PAYMENT AND FUTURE VALUE.
- 4. DRAW BAR GRAPH FOR PAYMENTS CORRESPONDING TO YEAR.
- 5. CREATE A PIVOT TABLE.

Microsoft Access

1. Create a Student Database which contain a table named studinfo, The structure of table is as following and give answers of questions.

<u>Field Name</u>	<u>Field Type</u>	<u>Length</u>	<u>Description</u>
ss_name	Text	20	Surname of Student.
sn_name	Text	20	Name of Student.
sl_name	Text	20	Father name of Student.
sadd_1	Text	20	Address-1 of Student.
sadd_2	Text	20	Address-2 of Student.
scity	Text	15	City Name of Student.
spin	Text	6	Pincode.
sdi	Text	10	District Name of student.
sb-date	date		Birth Date of Stuednt.
sf_info	memo		Family Information of Student.
s_category	text	4	ST/SC/BAXI/OBC/GEN/HP.

- (1) Enter 20 Records in table in DataSheet view.
- (2) Save & Close Table and Database and exit from Access.
- (3) Load Access & Retrieve your saved table.
- (4) Add New Records at the Bottom of your table.
- (5) Put Record pointer on 10th record and select that record.
(Use Navigation Button)
- (6) Modify scity, spin & sdi fields of selected Record.
- (7) Delete 7th Record form table.
- (8) Save your Table and exit form Access.

2. Open table tblstudinfo in DataSheet view and give answers of following questions.
- (1) Sort table on ss_name, sn_name and sl_name (Multiple Sorting) in Ascending order and close table.
 - (2) Open this table in Design View. Add a new field srollno at first position and Autonumber as field type.
 - (3) Add New five Records in your table this five Records have City name "CHANASMA", pincode "384220" and Dist. "PATAN". So set this value as Default value in the Structure of those fields.
 - (4) Set Roll Number (s_rollno) as primary key
 - (5) Display only those records which have district name = "PATAN" (Use filtering).
 - (6) Search those record which contain "KUMAR" string in any part of sn_name field.
3. Create a Form named Studinfo and enter new Records using columnar Autoform view.
-> Print single Record from your form.

4. Open table studinfo and set different field properties for following fields.

<u>Fields</u>	<u>Property</u>	<u>Setting Value</u>
sdi	Default value	"PATAN"
	Field Size	20
	Caption	Name of District
Sb_date	Validation - Rule	Date must be Between 1/1/1975 to 31/12/1990
S_rollno	Indexed	Yes (Noduplicates)

-> Set appropriate Caption (Property) for each field for Report.

5. Prepare bitmap files (Picture) for each records (in paint) and insert a new OLE type field in your tblstudinfo named Logo and put those bitmap file in your records of table (studinfo).

6. Create two Table.

<u>Customer</u>	<u>Data Type</u>	<u>Supplier</u>	<u>Data Type</u>
C_no	Counter	S_no	Counter
C_name	Text	S_name	Text
C_add	Text	I_code	Text
C_city	Text	I_desc	Text
C_phone	Text	Price	Number
S_no	Counter	Tax	Number
Qty	Number	S_ctiy	Text

- a. Create the primary key on s_no to s_no.
 - b. Relationship between two table on s_no to s_no
 - c. Create the form of two table using designe view queries.
 - d. Calculate the total value using the design view queries.
value = price * qty - tax (Tax is 10%).
 - e. Create two reports all the customer and supplier.
7. Create forms are using above two table and queries.
- a. All forms in two macros add new record and previous record.
 - b. Calculate the total value using the append queries.
 - c. Create Report below format.

```
=====
Customer No  Customer Name  Supplier Name  Qty  Total
=====
```

8. Use Two Table of Practical No-6 and solve the following query.
- a. Display all Customer No and Customer Name whose Customer city is "Patan".
 - b. Display all Supplier No and Supplier Name whose Customer city

- is "Ahmedabad".
- c. Display all Customer No, Customer Name, Customer City, Customer Phone No whose Supplier goods price is greater than 5,000.
 - d. Display all Customer No, Customer Name, Item Code, Item Name whose Supplier goods value is greater than 10,000.
 - e. Display all Customer No, Customer Name, Supplier Name whose Item description is "Bucket".
 - f. Display all Customer No, Customer Name, Supplier Name, Supplier City whose Supplier City is "Palanpur".
9. Create a Report based on two or more related tables using Report Wizard, and also set following criteria to your Report.
 - a. Grouping and group headers.
 - b. The page number in the page header, with no on the first page.
 - c. Your Name in the footer of each page.
 10. In an existing database:
 - a. Create a select query to show information from a single table sorted in a different order than the table.
 - b. Add a parameter to the query so a user can look for records based on the value in a particular field.
 - c. Create and test a columnar form based on the parameter query.
 - d. Create a new query that include information from more than one table. Change the inner join to each type of outer join and note any differences in the query results sets.
 11. In existing database :
 - a. Create a select query that include a calculated fields.
 - b. Turn the select query in to a summary query to total the calculated field and count at least one other field.
 12. In existing database Create a Cross tab query to compare values from two columns in a select query.

Power Point

1.
 - a. Create the training slide using the wizard.
 - b. Change the two file Back ground color.
 - c. Change the all contains in the Slide.
 - d. Insert the new Slide.
 - e. All the Slide show in the Slide sorter view.
 - f. Show all the Slides.
2.
 - a. Create the Information Slide of any topic using the template (At least 5 Slide.)
 - b. Change the font style and Add the appropriate clipart.
 - c. In second Slide using the table.
 - d. Apply the animation to every Slide.
 - e. For every Slides fill the contains using outline view.
3.
 - a. Create the Sales data company slide (at least five)
 - b. Insert the new Slide and Create the chart annual Sales.
 - c. Set animation Button Every Slides. Such as next previous.
 - e. Set slide transition and set slide show automatic.

PageMaker Assignment

1. How to Start PageMaker?
2. How to create a new document and close the open document and open the existing file.
3. How to work with text?

4. How to write some text in document and changes font color, size, type, position, track etc.
5. Discuss all option of document setup window.
6. Discuss polygon setting option.
7. Write the use of following dialog boxes.
 - > preferences dialog box
 - > character specification dialog box
 - > custom stroke dialog box
 - > Rounded corner dialog box
 - > define color dialog box
 - > Text block and Text frame
 - > place dialog box
8. Discuss about difference windows (palette) in PageMaker.
9. How would you set the measurement In?
10. Write use of following.
 - >Blank pages
 - > paste board
11. How to insert an image into a PageMaker document ?
12. How to draw graphic Element?
13. What is grouping and ungrouping elements?
14. How to insert more pages in PageMaker document?
15. How to work with column?
16. What is style and How to create your own Styles in PageMaker?
17. What is hyperlink and how to create hyperlink in PageMaker?
18. What is use of spell check and how to check the spelling of document?
19. Write about find feature.
20. How to draw a line below paragraph?
21. How to wrap text around an image?
22. Write all option of print document dialog box in detail.
23. Write about import and export option in PageMaker.
24. Write all short cut key of PageMaker in your journal.
25. What is Master page ? Can we create our own Master pages?
Write down the steps for applying a Master Page.
26. What is use of Guideline ?
27. Define a TOC.

PageMaker Practical

1. Create your Journal's certificate in PageMaker.
2. Create Invitation card in Pagemaker.
3. Create a Visiting card in Pagemaker.
4. Create advertise in Pagemaker.
5. Create your own Identity card in Pagemaker.

Photoshop Practical

Write all steps of following practical of photoshop in your journal.

1. How many ways to convert a color picture into black & white?
2. Apply Duotone (two colours). An effect to tone an image using only two colours.
3. Dreaming An effect to make images seem dream like, soft and over expos.
4. Create a cast shadow. When you see an object in a spotlight or a setting sun, you will notice the long shadows that are created behind them your images.
5. Apply the process of TV Scan Lines on giving photo.
6. Done process of collaging techniques for Photoshop, using channels and layers.
7. Done process of Collaging - Merging 2 images with a layer mask.
8. Remov a picture from its background. Take a picture and replace the background or make it transparent.

9. Create a perforated ball for A nice, useful technique for buttons or other images.
10. Create a dotted line in photoshop.
11. Draw realistic looking screws.
12. Draw Segmented pipes.
13. Apply tunnel effect.
14. Create gel button.
15. Create Round Glassy Buttons.

16. Apply reflection on any text for nice effect that can add depth to any text.
17. Apply metal effect Good texture technique on your text.
18. Create wood texture technique.
19. Create water effect Another good texture technique.
20. Create a texture that simulates brushed metal .
21. Create a quick rock Background.
22. Make crescent shape for logo's and other title graphics.
23. Apply pixel stretch effect on giving photo for title images.
24. Apply light burst Simple light burst effect, using only Photoshop filters.
25. Apply lightening your photographs.
26. Change the image to look like it is late in the day and the sun is setting.
27. Place a picture inside a another picture in Photoshop.
28. Create high Impact Photographic edges using the quick mask tool.
29. Create 3d text.
30. Create a great and unique Frozen Icy Text effect.
31. Create chrome text.
32. Create Scratched text.
33. Create Stencil Text. An effect to make text seem like its been spray painted.
34. Create eroded text.
35. Create gel text.
36. Create chunky text for titles or headings.
37. Create shattered text.
38. Create a Gold text.
39. Create Rap type diamond effects using the noise filter.
40. Apply rusted type text effect in your text.
41. Create glass text using layer style.

Coral Draw Assignment

1. What is CorelDraw?
2. What are the function of a View Manager?
3. What are the various views in the View option?
4. Where is the tool for drawing a curved line located?
5. Write all option of toolbox.
6. What can you do with the Spray Mode?
7. how can you change the view size of a page?
8. How many different types of text can be entered with the Text tool? Name them
9. How do we apply bullets before the text?
10. What is web dings?
11. What is the use of Text editor?
12. How will you change the page layout?
13. What process will you employ to apply bitmap to the background?

Coral Draw Practical

1. Draw a natural scene using Coral Draw.
2. Draw a logo of any reputed company.

3. Draw a diagram of network.

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.
107 : Internet and Web (Practical List)

HTML Practical List

1. Develop a simple web page having attractive background color, text color.
2. Develop a HTML document for a web page of your course detail. Design a page with attractive Font (name,Color,and Size), suitable heading and horizontal rules(Use paragraph and line tag).
3. Develop a HTML document with an example of Ordered Lists and Unordered List.
4. Develop a HTML document for a web page of your favourite teacher. Design a page with attractive color combination, suitable headings and appropriate text styles.
5. Develop a HTML document for a web page having the Image and also indicate the another image as background.
6. Develop a HTML document for a web page with an example of Table Formate having the information of Hardware and Software used in your lab.
7. Develop a HTML document for a web page of your Bio-Data with use of Table tag.
8. Develop a HTML document for a web page with use of frame and frameset tag.
9. Develop a HTML document for a web page which linking with another pages.
10. Develop a HTML document having the Student Information Form.(Use all necessary tags)
11. Write the frameset tags and Frame tags for the following frameset

Physics.html	Welcome.html	Maths.html
Chemistry.html		Computer.html
Zoology.html	Heading.html	Account.html
Biology.html		PICTURE.html

12. Develop an HTML document which will use style sheets. Use inline style sheet and external style sheet.
13. Develop an HTML document for a web page of your favorite National Leader. Design the page with an attractive color combination, with suitable headings and horizontal rules.
14. Write an HTML document with an example of Table format to print your Telephone Bill.
15. Write an HTML code for designing the subscription form of mail account in the e-mail website with appropriate fields.

Macromedia Dreamweaver

1. Create a webpage using dreamweaver to understand the following features.
 - * Inserting and formatting text
 - * Inserting and positioning images
 - * Aligning images and text
 - * Modifying page properties
 - * Using Dreamweaver color pickers to color text, links, page background, and more
2. Using Dreamweaver,Create a webpage understanding Hyperlinks and image maps as following.
 - * Linking to other pages in your site
 - * Linking to other sites
 - * Linking to email
 - * Linking to other points on the current page

3. Create a webpage which can be designed using Typography as under.
 - * Using CSS versus using the tag
 - * Adding and formatting HTML text
 - * Controlling font type and size
 - * Ordered and unordered lists
 - * Color schemes
 - * Applying HTML styles
4. Create a webpage using Tables which will use the followings.
 - * Overview of using tables to display data
 - * Overview of using tables to create multi-column layouts
 - * Inserting a table
 - * Changing a table's border, cellpadding, and cellspacing
 - * Sorting the table
 - * Changing the color scheme
 - * Creating and modifying a table
 - * Aligning images and text with tables
 - * Sizing individual columns and the table as a whole using pixels and using percentages
5. Create a webpage using Layout as under
 - * Overview of tracing images, layers, and tables as techniques for positioning content
 - * Applying a tracing image
 - * Adding layers
 - * Converting layers to tables and vice versa
 - * Using Layout View to facilitate easier page layout via tables
6. Create a webpage for Error checking and uploading your work as under
 - * Checking for HTML errors and compatibility issues
 - * Checking for broken links
 - * Uploading your work to a local server
 - * Uploading your work via FTP
 - * Synchronize your local copy of the site's files with the remote server
 - * Using Check In/Check Out to facilitate multi-person site development
 - * Issues to watch out for when managing a site's content
7. Design, create and test a small (advertising a company's products), consisting of an index of the site held in a frame, links from each page to the company's home page and two external links to other s.
8. Create a webpage using frames and link frames with eachother.
9. Create a webpage using dreamweaver as following with the help of Frames.

```

|a.html |b.html | c.html |d.html | | |
|---|---|---|---|---|---|
|e.html |f.html |g.html |l.html |
| | |-----|-----| | |
| | |h.html |i.html | | |
| | |-----|-----| | |
| | |j.html |k.html | | |
|-----|

```

Macromedia Fireworks

1. Create a foreworks document to understand followings.
 - * working with the environment, settings and various panels
 - * how to use most drawing tools
 - * how to modify paths and points

- * how to Create and transform shapes
- 2. Create a fireworks document to understand Objects and Live Effects.
 - * how to move/duplicate/transform/reshape/align/arrange objects
 - * how to work with layers
 - * How to create a web dither fill
 - * How to create a gradient fill
 - * Work with patterns and textures
 - * Set and save stroke attributes and settings
 - * Use the pencil
 - * How to apply effects like bevel, shadow, emboss, glow, blur, sharpen, etc
 - * How to use the Eye Candy filters
 - * How to use the Live Effects panel to edit each effect whenever you want
- 3. Create a fireworks document for Text and Automation
 - * How to manipulate text blocks
 - * How to work with text on a path (a line or a curve)
 - * How to apply transparency
 - * How to create/edit/manipulate and apply masks
 - * How to use the Blending modes
 - * How to work using Styles
- 4. Create a fireworks document using Raster Images and Optimizing
 - * Learn how to switch from vector to bitmap mode
 - * Learn how to work with pixels: importing/manipulating bitmap (or raster) images
 - * Learn how to apply 'Xtras'
- 5. Create a fireworks document using Shaking,Cuting and Dicing
 - * How to work with frames
 - * How to create a frame-by-frame animation
 - * How to import into frames
 - * How to create graphic symbols
 - * How to animate symbols by tweening them right inside Fireworks
 - * How to create animation symbols
 - * How to optimize animations
 - * How to create/modify/assign Hotspots for hyperlinks and effects
 - * How to create 'Slices' and optimize them
- 6. Create a fireworks document to understand Behaviours and Exporting
 - * Know about button states like 'rollover'
 - * How to create complex buttons
 - * How to create a web navigation bar with multiple complex buttons
 - * How to 'share' symbols
 - * How to create a disjointed rollover
 - * How to create popup menus
 - * How to export files

Macromedia Flash

1. Create a flash template for Learning the basics
 - * Looking at the Flash workspace
 - * Creating your first Flash document
 - * Working with panels
 - * Using the timeline and frames
 - * Understanding layers
 - * Setting your preferences
 - * Testing your FLA
 - * Finding help
2. Create a flash template for Creating graphics
 - * Using the Tools panel
 - * Creating graphics and drawing tools
 - * Using guides, grids, coordinates, and snapping

- * Creating a new graphic
 - * Creating and using masks
 - * Adding strokes
 - * Using the Library
 - * Importing and optimizing bitmaps
 - * Importing vector drawings
 - * Using fills and gradients
 - * Manipulating
3. Create a flash template Using text
 - * Using the Text tool
 - * Adding text to a document
 - * Using embedded fonts
 - * Looking at font properties
 - * Adding a timeline effect to a textfield
 - * Spell check your document
 - * Using text-based components
 - * Understanding dynamic text fields
 4. Create a flash template for Creating and editing symbols
 - * Understanding symbols
 - * Revisiting graphic symbols
 - * Creating buttons
 - * Placing buttons on the stage
 - * Creating text buttons
 - * Creating an invisible button
 - * Creating and using movie clips
 - * Creating the menu
 - * Creating movie clip buttons
 - * Duplicating symbols and adding symbols to the stage
 5. Create a flash template for Creating animation
 - * Understanding animation
 - * Setting up motion tween animation
 - * Adding the motion tweens
 - * Animating alpha levels and size
 - * Animating the movie clip button
 - * Creating a shape tween
 - * Creating frame-by-frame animations
 - * Animating along a path
 - * Using timeline effects for animation
 6. Create a flash template for Adding sound and video
 - * Using sound and video
 - * Delivering media online
 - * Adding sound to a button
 - * Importing sound into a document
 - * Adding a customizing sound
 - * Importing video into Flash
 - * Exporting FLV video

Web site Development

1. H.N.G. University Website.
2. Hospital Website. (Patan Janta Hospital)
3. Company Website.
4. Temple Website. (Ambaji Temple)

KSKV Kachchh University, Bhuj-Kachchh
FIRST YEAR M.Sc. C.A. & I.T.
104: FINANCIAL ACCOUNTING & MANAGEMENT (Practical List)

Pract-1 Journalise the following transactions of Shri Mehul Parekh for the april month-04.

1. Mehul Parekh started a business with cash Rs. 30000.
2. Opened a bank account in Bank of Baroda with Rs. 2000.
3. Purchased goods of Rs. 2000 for cash.
4. Sold goods Rs. 1500 by cash.
5. Paid shop rent Rs. 1000 by cash.
6. Purchased Stationery for Rs. 100 from Parikh Stores.
7. Received commission Rs. 400 by cheque.
8. Paid into Baroda Bank Rs. 3000.
9. Paid insurance premium for the shop by cheque Rs. 125.
10. Bought goods of Rs. 1500 for cheque.
11. Paid Salary Rs. 200 to accountant Dinesh Rami.
12. Sold goods of Rs. 1200 by cash.
13. Paid Wages Rs. 100 by cash.
14. Received dividend Rs. 150 for cash.
15. Paid Traveling Exp. Rs. 50 to our Salesman by cheque.
16. Paid Electricity Bill of Shop Rs. 100 for April Month by cash.

Pract-2 Journalise the following transactions of Jay Ambe Stores for the year April 2003- March 04.

1. Rahul Patel started a business with cash Rs. 50000 and Bank Balance in State Bank Rs. 15000.
2. Bought goods from Arvind Traders Rs. 20000 on credit.
3. Sold goods Rs. 5000 by cash.
4. Sold goods to Jignesh Enterprise Rs. 5000.
5. Paid Rs. 1000 for Printing Bill Deep Offset by cash.
6. Gave a cheque to Arvind Traders on account Rs. 5000.
7. Purchased furniture Rs. 6000 by cash.
8. Purchased goods from Amitabh Broths & Co. for Rs. 20000.
9. Received commission Rs. 1000 to Rajeshbhai who is our Salesman.
10. Paid into State Bank Rs. 3000.
11. Sold goods to Gurukrupa Stores. Rs. 10000.
12. Sold Furniture Rs. 3000 by cash to Jay Patani.
13. Withdrawn Rs. 2000 from State Bank for Office Use.
14. Purchased goods of Rs. 950 by cheque.
15. Rahul Patel Withdrew Rs. 2000 for personal use.
16. Received Rs. 5000 by cash & Rs. 1000 by cheque from Gurukrupa Stores.
17. We paid Rs. 10150 to Arvind Traders by cash on his account.
18. We deposited Rs. 1050 in State Bank.
19. Received Rs. 7000 by cash from Jignesh Enterprise.
20. Paid Salary Rs. 1000 by cash to our employee.

Pract-3 Journalised the following transactions of Shri Pravinbhai Patel for the year April 2001- March 02.

1. Ashish commenced Business with cash Rs. 90000.
2. Opened a bank account in Centra Bank with Rs. 5000.
1. Bought goods from Yash Rajavi Rs. 20000.
2. Sold goods to Rohit Shah Rs. 5000 on 10% trade discount.
3. Paid show room expense Rs. 1000 for cash.
4. Purchased goods of Rs. 9000 from Jay Trivedi on credit.
5. Received a cheque from Rohit Shah on his account Rs. 2 000.
6. Purchased Computer of Rs.20000 for business by cash.
7. Paid commission Rs. 200 to our customer by cash.
8. Sold goods Rs. 25000.Received amount Rs. 5000 by cash and remaining

amount got by cheque.

9. Paid into Central Bank Rs. 3000.
10. Paid insurance premium for the shop by cash Rs. 250.
11. We returned goods of Rs. 1500 to Yash Rajavi.
12. Purchased goods of Rs. 5000 by cash.
13. Sold goods of Rs. 2000 by cheque.
14. Paid interest Rs. 200 by cheque.
15. Ashish withdrew Rs. 2000 for personal use from the business.
16. Sold goods of Rs. 13000 on 5% trade discount to Amit Oza on credit.
17. Rohit Shah returned goods Rs. 800.
18. Received commission Rs. 250 by cash.
19. Paid Rs. 3000 to Yash Rajavi by cash.
20. Given a cheque of Rs. 1000 to Jay Trivedi on his account.
21. Amit Oza returned goods Rs. 3000.

Pract-4 Journalise the following transactions of Mangaldeep Trading Co. for the year April 1998- March 99.

1. Kiran Thakkar started a business with cash Rs. 50000 and Machinery Rs. 18000.
2. Purchased goods of Rs. 19000 on 10% cash discount for cash.
3. Paid into State Bank Rs. 6000.
4. Sold goods Rs. 5000 by cash.
5. Paid Rs. 1000 for college fee of the owners son.
6. received commission Rs. 1000 by cash.
7. Bought goods of Rs. 40000 from Ashwin provision Stores on credit.
8. Paid Octroi for goods Rs. 240 by cash.
9. Paid Salary Rs. 6000 to our servant by cheque.
10. Received an order for goods of Rs. 19000 from Bhanubhai Raval.
11. Paid Rs. 20000 by cash to Ashwin Provision Stores on debt.
12. Sold goods Rs. 29000 to Himchhaya Enterprise.
13. We returned goods of Rs. 4500 to Ashwin Provision Stores as not being according to samples.
14. Purchased goods of Rs. 33000 from Mahakali Stores on 5% trade discount.
15. Himchhaya Enterprise returned goods of Rs. 9000.
16. Received Rs. 9000 by cash and 7000 by cheque from Himchhaya Enterprise.
17. Paid Discount Rs. 190 by cash.
18. Purchased Stamps Rs. 600 from Post Office by cash.
19. Paid Rs. 1000 for Printing Bill Deep Offset by cash.
20. Purchased furniture Rs. 7000 by cash.
21. Withdrawn Rs. 2000 from State Bank for Office Use.
22. Purchased goods of Rs. 950 by cheque.
23. Sold Furniture Rs. 3000 by cash to Jay Patani.
24. We deposited Rs. 1050 in State Bank.
25. Paid Salary Rs. 1000 by cash to our employee.
26. Count depreciation at 5% on furniture.
27. Prepaid salary Rs.100.
28. Receivable commission Rs.500.

Pract-5 Journalise the following transactions of Viraj Stores for the year April 2000- March 01.

1. Rupesh Trivedi who is owner invested cash Rs. 50000 and Ajay Patel carried Furniture Rs. 15000 and Shop Rs. 90000.
2. Bought goods of Rs.10000 by cash.
3. We paid Rs. 30000 in Nagrik Bank.
4. Paid cart wages of goods Rs.100 by cash to labour.
5. Purchased goods of Rs. 50000 from Amin stores on credit.
6. Sold goods of Rs. 9000 and received cash Rs. 5500 and remaining amount by cheque.

7. Paid Advertisement Exp. for advertises of new scheme Rs. 550.
8. Sold goods of Rs. 10000 to Shailesh Jain on 10% trade discount. and if he paid bill amount in 10 days then we will give him 2% cash discount.
9. Withdrawn Rs. 4000 from Nagrik Bank for the business.
10. We returned goods Rs. 3000 to Amin Stores because the goods are not as our order.
11. Received cheque of Rs. 8000 from Shailesh Jain on his debt.
12. Given as charity Rs. 4000 on account of Jagdish bhagvans Rathyatra.
13. Paid insurance premium for the shop Rs. 990 and life Rs. 1050.
14. Paid Salary Rs. 3000 to our Accountant Bhavik Dave for this month.
15. We needed more money so we taken a loan of Rs. 50000 form Shreeya Finance on 10% interest.
16. Sent an order for goods from Bhanu Traders Rs. 8800.
17. Shailesh Jain returned goods of Rs. 1000.
18. Received an order for goods of Ra. 15000 from Jaydev Broths.
19. Received goods from Bhanu Traders as our order.
20. Received commission Rs. 300 from Jamanaben.
21. Paid interest of Shreeya Finance Rs. 5000 by cash.
22. We sold furniture of Rs. 4000 by cash, but its purchase value was 5000.
23. Dispatched goods to Jaydev Broths as his order.
24. Received Rs. 2000 by cash from Jaydev Briths.
25. Given a cheque of Rs. 3000 to Shreeya Finance.
26. Shailesh Jain settled his account by giving by cash.
27. Paid for fright Ra. 30 by cash.

Pract-6 Journalised following transactions of Bhargavi Enterprise for the year of 2003-04.

1. Bhargavi Patel commenced business with cash Rs. 50000, Building Rs. 100000, Ajay who is debtor Rs. 90000.
2. Sent order for supplying goods to Mehul kirana stores Rs. 14500.
3. Bought a table & chair from Modern Furniture Mart Rs. 2000.
4. Received goods from Mehul kirana stores as per our order.
5. Paid Wages of goods Rs. 100 for a cash.
6. Received an order from Geeta Provision Stores Rs. 9000 for supplying goods.
7. Opened a bank a/c in Ranuj Bank with cash Rs. 20000.
8. Purchased goods of Rs. 3500 on 10% cash discount by cash.
9. Sold goods of Rs. 9800 on 5% cash discount by cheque.
10. Dispatched goods to Geeta Provision Stores as per his order.
11. Gave a cheque of Ranuj Bank Rs. 10000 to Mehul kirana stores on our debt.
12. We returned goods of Rs. 500 to Mehul kirana stores because it was not good quality.
13. Received Rs. 4000 by cash and Rs. 1000 by cheque from Geet Provision Stores.
14. Ajay paid Rs. 45000 by cash on his debt.
15. Paid Rs. 8000 to Rahul by cash of his loan.
16. Ranuj Bank sanctioned an overdraft of Rs. 20000.
17. Purchased Bicycle of Rs. 1500 for the business.
18. Borrowed Rs. 500 from the business for her Domestic use by cash.
19. Geeta Provision Stores settled his account by 50% cash and remaining amount by cheque.
20. Received Rs. 1000 for Dividend by cheque.
21. Goods of Rs. 3200 were distributed as sample.
22. Bought 100 share of Reliance Company by cash. Each share value was Rs. 100
23. Paid Advertisement Exp. Rs. 400 by cash.
24. Bought goods of Rs. 6000 on 10% from Bhagavati Traders.

Pract-7 Journalise the following transactions of Bhagvati Traders for the year April 2002- March 03.

1. Ronak Patel started business with cash Rs. 80000, Furniture Rs. 10000, Vijay who is creditors Rs.20000.
2. Deposited in State Bank with cash Rs. 18000.
3. Bought a Computer from Sun infotech Rs. 20000 by cash.
4. Sent order for supplying goods to General stores Rs. 14500.
5. Purchased goods of Rs.13500 on 7% cash discount by cash.
6. Sold goods of Rs. 9800 on 5% cash discount by cheque.
7. Received goods from General stores as per our order.
8. Paid Freight-octroi of goods Rs. 900 by a cheque.
9. Received an order from Ashwin Provision Stores Rs. 9000 for supplying goods.
10. Paid Rs. 8000 to General stores on our debt.
11. We paid Rs. 5000 to Vijay by cash on our debt.
12. Dispatched goods to Ashwin Provision Stores as per his order.
13. We returned goods of Rs. 500 to General stores.
14. Sold Furniture Rs.4000 by cash. But its cost Rs. 5000.
15. Received Rs. 3000 by cash and Rs. 1500 by cheque from Ashwin Provision Stores.
16. Purchased Fan of Rs. 700 for home by cash.
17. Received Rs. 1000 for interest by cheque.
18. Goods of Rs. 3200 were destroyed by fire.
19. Bought goods of Rs. 8000 on 15% from Kiran Traders o credit.
20. Returned goods of Rs. 2000 to Kiran Traders.
21. Withdrew Rs. 400 from the business for her Domestic use by cash.
22. Paid Salary Rs. 4000 to our servant by cash.

Pract-8 Journalise the following transactions of SSI computer for the year April 2004- March 05.

1. Amit Patel invested cash Rs. 500000 and Bhargav Patel invested cash Rs. 400000 in the business.
2. Purchased goods of Rs. 50000 on 10% cash discount by cash.
3. Opened a bank a/c in Tirupati Bank with cash Rs. 8000.
4. Purchased Bike of Rs. 45000 from Sarthi Auto Sales for business and paid half amount paid by cash.
5. Sold goods of Rs. 20800 on 3% cash discount by cheque.
6. Bought Machine of Rs. 38000 from Dev & Jay Co. on credit
7. Sent order for supplying 2 computers to Om Infotech. Each price is 17500.
8. Gave a cheque of Dena Bank Rs. 10000 to Sarthi Auto Sales.
9. Paid Rs. 15000 by cash to Dev & Jay Co.
10. As more money is needed in business, a loan of Rs. 90000 at 7% is taken from Vikram.
11. Received an order Rs. 18000 from Jayesh Patel for supplying a computer.
12. Received goods from Om Infotech as per our order.
13. Paid Rs. 7000 to Vikram by cash of his loan.
14. Given loan Rs. 5000 to Devyani at 9%.
15. Borrowed Rs. 1500 for personal use by cash.
16. Dispatched computer to Jayesh Patel.
17. Paid Rs. 500 for Advertised Exp. to Nibhav News.
18. Purched 50 share of TCL Company by cash. Each share value was Rs. 75
19. Goods costing Rs. 3000 are stolen from godown.
20. Paid insurance premium Rs. 480 for goods by cash.
21. Paid Residential Building Rs. 800 by cash.
22. Received interest Rs. 450 by cash from Devyani.
23. Paid Wages of goods Rs. 300 for a cash.
24. Sold goods Rs. 60000 on 2% cash discount by cash.
25. Withdrawn Rs. 4000 from Tirupati Bank for the business.

26. Rs. 18000 due from Jayesh Patel. His account was settled by accepting Rs. 17500 in cash.

Pract-9 Journalise the following transactions of Rahul Kariyana Stores for the year April 1998- March 99.

1. Rahul started a business with cash Rs. 30000 and bank balance in State bank Rs. 40000.
2. Purchased goods of Rs. 15000 on 10% trade discount from Jatin Raval.
3. Sold goods of Rs. 5000 on 5% cash Discount by cash.
4. Decided to build a temple for Rs. 15000 in memory of his father.
5. Gave a cheque RS. 7000 and cash Rs. 3000 to Jatin Raval.
6. Paid shop rent Rs. 1000
7. Bought 25 Shares of Ssi Limited Rs. 50 by cash.
8. Rahul need more money for business then Rahul Sold his Motorcar Rs. 50000 and invested Rs. 35000.
9. Sold goods to Ashish Gandhi Rs. 25000 on 2% trade discount.
10. Purchased old scooter for the business Rs. 7000 by cash.
11. Received commission Rs. 2000 by cheque.
12. Gave a loan to Amit Panchal Rs. 8000 by cheque at 7% interest.
13. Paid into State Bank Rs. 1000.
14. Withdrew Rs. 1500 from the state bank for personal use.
15. Paid cash for build a temple.
16. Paid insurance premium for the shop by cheque Rs. 250 and life Rs. 800.
17. Taken loan from Bhargav Finance Rs. 50000 at 5%.
18. Goods of Rs. 700 were soaked by rain and were sold for Rs. 450.
19. A businessman had purchased 10% 25000 debentures of Jay Limited.
20. Purchased goods worth Rs/ 1000 at 5% trade discount and 4% cash discount from Sunil. Half amount is paid in cash.
21. Goods distributed free as sample Rs. 520.
22. Given goods of Rs. 460 for charity.
23. Sold all shares of Ssi Limited for Rs. 60 by cash.
24. Received interest Rs. 560 from Amit Panchal.
25. Ashish Gandhi settled his account by cash.

Pract-10 Journalise the following transactions of Raval Book Stall for the year April 2003- March 04.

1. Opening Cash balance Rs. 1,00,000, Bank balance in Dena Bank Rs. 50000, Capital of Jayesh Rs. 80000, Capital of Mahesh 50000, Building Rs. 20000.
2. Bought goods of Rs. 10000 from Patel Book Stall on 10% trade discount.
3. Paid salary Rs. 4000 to our accountant by cash for one month.
4. Sold goods of Rs. 5000 on 10% cash discount by cash.
5. Purchased Furniture Rs. 9000 by cash.
6. Purchased a shop for Rs. 21000 by cheque and paid Rs. 1000 in cash for brokerage etc.
7. Borrowed Rs. 3000 for personal use by Jayesh in cash.
8. Purchased goods at 10% trade discount from Vimal Rs. 20000 and sold them to Apurva at a profit Rs. 20%.
9. Sold goods of Rs. 18000 to Sanjay Raval on credit.
10. Withdrawn goods of Rs. 1000 by Mahesh for his home.
11. Goods stolen from the shop Rs. 300.
12. Goods given to Banaskantha Draght Relief Fund Rs. 500 by cash.
13. Sold goods Rs. 4000 to Nootan patel on credit.
14. As more money is needed in business, a loan of Rs. 15000 at 8% interest is taken from Karan.
15. Returned goods of Rs. 1000 to Patel Book stall.
16. Received cash Rs. 9000 and Rs. 7000 by cash from Sanajay Raval on his debt.
17. Returned goods Rs. 500 because it is defective.

18. Bought goods Rs. 8000 at 10% trade discount from Shah Book Depo on the condition that 5% cash discount will be allowed if payment is made within 15 days. Paid half amount by cheque.
19. Nootan Patel is declared insolvent and the amount due from his written off.
20. goods of Rs. 1500 were burnt by fire, for which is insurance company accepted a claim of Rs. 1000.
21. Received a commission of Rs. 700 from Keyur for selling his goods as his agent.
22. Count 10% depreciation on Furniture.
23. Appointed Mr. Arun Sen as a new employee Salary of Rs. 1500.
24. Count 5% depreciation on Machinery.
25. Allow 7% interest on capital and 5% interest on drawing of each owner

Pract-11 Journalise the following transactions of Shri Viral Zaveri for the year April 2003- March 04.

1. Opening cash balance Rs. 50000, Dena bank Rs. 28000, Kiran who is creditors Rs. 30000, Capital Rs. 48000.
2. Purchased stationery Rs. 900 by cash from Dhiren Enterprise.
3. Paid office exp. Rs. 1240 by cheque.
4. Bought goods Rs. 18000 on 10% trade discount from Nikhil Jewellers.
5. Paid carriage inward Rs. 190 by cash.
6. Purchased tools for business Rs.1000 by cash.
7. Taken a Loan at 5% interest from Tirupati Market Rs.10000 by cash.
8. Purchased goods of Rs.10000 by 5% cash discount.
9. Paid Rs.1000 by cash to Kiran for our debt.
10. Purchased Land Rs.31000 for the business in cash.
11. Sold goods Rs.29000 on 3% cash discount.
12. Paid taxes & insurance Rs.590 by cash.
13. Purchased furniture Rs.9200 by cash.
14. Paid interest of Tirupati bank Rs.3000 by cash.
15. Received rent Rs.1200 in cash.
16. Sold goods Rs.23300 to tushar parmar on credit.
17. Viral sold his personal old bike Rs.24000 and invested in Rs.20000.
18. Withdrew Rs.5000 for personal use by cheque.
19. Tushar Parmar Rs.13000 by cash and sold by cheque on his account.
20. Paid Rs. 300 to Nikhil Jewellers by cash.
21. Returned goods from Tushar Parmar Rs.500.
22. Paid Rs.5000 into Dena bank.
23. Write off remaining amount from Tushar Parmar.
24. Prepaid insurance premium Rs.80.
25. Salary unpaid Rs.240.
26. due but not received Rs.530.
27. Rent received in advance Rs.110.
28. Depreciate Land at 2.5%, Furniture at 5%.
29. Allow interest on capital at 5% and drawing at 7%.
30. Provide for discount reserve at 4% on debtors and 2% on creditors.