## **Faculty of Commerce & Management**

## Savitribai Phule Pune University, Pune



(with effect from A. Y. 2024-25)

#### **Program Outcomes (POs)**

#### Graduates will be able to:

1. **Scientific Knowledge:** Apply the knowledge of mathematics, science fundamentals, and specialization to the solution of complex problems.

**2. Problem analysis:** Identify, formulate, review research literature, and analyze complex problems reaching substantiated conclusions using first principles of mathematics, natural sciences, and sciences.

**3. Design/development of solutions:** Design solutions for complex problems and design system components or processes that meet the specified needs with appropriate consideration for the public health and safety, and the cultural, societal, and environmental considerations.

**4. Conduct investigations of complex problems:** Use research-based knowledge and research methods including design of experiments, analysis and interpretation of data, and synthesis of the information to provide valid conclusions.

**5. Modern tool usage:** Create, select, and apply appropriate techniques, resources, and modern IT tools including prediction and modelling to complex activities with an understanding of the limitations.

**6. The Graduate and society:** Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional practice.

**7. Environment and sustainability:** Understand the impact of the professional solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.

**8. Ethics:** Apply ethical principles and commit to professional ethics and responsibilities and norms of the professional practice.

**9. Individual and team work:** Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.

**10. Communication:** Communicate effectively on complex activities with the professional community and with society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions.

**11. Project management and finance:** Demonstrate knowledge and understanding of the science and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.

**12. Life-long learning:** Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change.

| Sr.<br>No. | Description   | Page<br>Number |
|------------|---|----------------|
| 1.         | <ul> <li>Structure of</li> <li>a. 3 years BCA with Multidisciplinary Minor,</li> <li>b. 4 years BCA Hon. with Research and<br/>Multidisciplinary Minor,</li> <li>c. 4 years BCA Hon. and Multidisciplinary Minor<br/>and</li> <li>d. 4 years BCA with Double Minor Degrees</li> </ul> | 5 - 16         |
| 2.         | Course Drafts for Courses at SEM I  | 17 - 28        |
| 3.         | Course Drafts for Courses at SEM II   | 29 - 41        |
| 4.         | List of Open Electives and Minors Courses Offered By<br>BOS in Computer Applications for other disciplines of<br>Faculty of Science and Technology and/or other<br>faculties  | 42             |
| 5.         | Detailed drafts of Open Elective Courses (For SEM I & II only)  | 43 – 47        |

### Level 4.5 (FY) Semester - I

| Course Course Course Name |   | Course Name  |    | Examination<br>Scheme and<br>Marks |    |     | Credits |       |    |    |    |       |
|---------------------------|---|--|----|------------------------------------|----|-----|---------|-------|----|----|----|-------|
|                           | -,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,, |  | ТН | TU                                 | PR | CE  | EE      | Total | ТН | TU | PR | Total |
| CA-<br>101 - T            | Subject                                 | Problem Solving and<br>Programming in C                        | 02 |                                    |    | 15  | 35      | 50    | 02 |    |    | 02    |
| CA-<br>102 - P            | 1                                       | Lab course on CA-<br>101 – T                                   |    |                                    | 04 | 15  | 35      | 50    |    |    | 02 | 02    |
| CA-<br>103 - T            | BCA                                     | Computer<br>Organization &<br>Architecture                     | 02 |                                    |    | 15  | 35      | 50    | 02 |    |    | 02    |
| CA-<br>104 - P            |   | Lab course on CA-<br>103 – T                                   |    |                                    | 04 | 15  | 35      | 50    |    |    | 02 | 02    |
| CA-<br>105 - T            |   | Discrete Mathematics<br>and Statistics                         | 02 |                                    |    | 15  | 35      | 50    | 02 |    |    | 02    |
| CA-<br>106 - P            | BCA                                     | Laboratory course<br>on CA-105 - T                             |    |                                    | 04 | 15  | 35      | 50    |    |    | 02 | 02    |
| OE-<br>101-<br>CA         | GE/<br>OE                               | Introduction to Data<br>Science                                | 02 |                                    |    | 15  | 35      | 50    | 02 |    |    | 02    |
| VSEC-<br>101-<br>CA       | VSEC                                    | HTML and Web<br>Page Designing                                 |    |                                    | 04 | 15  | 35      | 50    |    |    | 02 | 02    |
| IKS –<br>100 –<br>T       | IKS<br>Generic                          | Course from Basket<br>of courses prepared<br>by the University | 02 |                                    |    | 15  | 35      | 50    | 02 |    |    | 02    |
| AEC –<br>101 -<br>ENG     | AEC                                     | Course from<br>University Basket                               | 02 |                                    |    | 15  | 35      | 50    | 02 |    |    | 02    |
| VEC<br>101 -<br>ENV       | VEC                                     | Course from<br>University Basket                               | 02 |                                    |    | 15  | 35      | 50    | 02 |    |    | 02    |
|                           | ,                                       | Total  | 14 | 00                                 | 16 | 165 | 385     | 550   | 14 | 00 | 08 | 22    |

#### Level 4.5 (FY) Semester - II

| Course<br>Code        | Course Name |  | Course Name |    |    | amina<br>cheme<br>Mark | and | Credits |    |    |    |       |
|-----------------------|-------------|--|-------------|----|----|------------------------|-----|---------|----|----|----|-------|
| coue                  | Type        |  | ТН          | TU | PR | CE                     | EE  | Total   | TH | TU | PR | Total |
| CA-<br>151 - T        | Subject     | Advanced C<br>Programming                        | 02          |    |    | 15                     | 35  | 50      | 02 |    |    | 02    |
| CA-<br>152 - P        | 1           | Lab course on CA-<br>151 – T                     |             |    | 04 | 15                     | 35  | 50      |    |    | 02 | 02    |
| CA-<br>153 - T        |             | Introduction to<br>Microcontrollers              | 02          |    |    | 15                     | 35  | 50      | 02 |    |    | 02    |
| CA-<br>154 - P        | BCA         | Lab course on CA-<br>153 - T                     |             |    | 04 | 15                     | 35  | 50      |    |    | 02 | 02    |
|                       |             |  |             |    |    |                        |     |         |    |    |    |       |
| CA-<br>155 - T        |             | Linear Algebra                                   | 02          |    |    | 15                     | 35  | 50      | 02 |    |    | 02    |
| CA-<br>156 - P        | BCA         | Laboratory course<br>on CA-155 - T               |             |    | 04 | 15                     | 35  | 50      |    |    | 02 | 02    |
|                       |             |  |             |    |    |                        |     |         |    |    |    |       |
| OE-<br>151-<br>CA     | GE/<br>OE   | Data Science Using<br>Spreadsheet Software       |             |    | 04 | 15                     | 35  | 50      |    |    | 02 | 02    |
| VSEC-<br>151-<br>CA   | VSEC        | Software Tools for<br>Business<br>Communications |             |    | 04 | 15                     | 35  | 50      |    |    | 02 | 02    |
| AEC-<br>151-<br>ENG   | AEC         | Course from<br>University Basket                 | 02          |    |    | 15                     | 35  | 50      | 02 |    |    | 02    |
| VEC –<br>151 -<br>ENV | VEC         | Course from<br>University Basket                 | 02          |    |    | 15                     | 35  | 50      | 02 |    |    | 02    |
| CC –<br>151 -<br>PE   | CC          | Course from<br>University Basket                 | 02          |    |    | 15                     | 35  | 50      | 02 |    |    | 02    |
|                       | ,           | Total  | 12          | 00 | 20 | 165                    | 385 | 550     | 12 | 00 | 10 | 22    |

Exit option: Award of UG Certification in Bachelor of Computer Application (BCA) with 44 credits and an additional 08 credits (for either courses by Microsoft/CCNA/Salesforce/Google/AWS/Oracle/ RedHat etc or Swayam/ NPTEL/MKCL equivalent to core NSQF course or an Internship) or else Continue with Major and Minor

## SYLLABUS SEMESTER I

#### Savitribai Phule Pune University First Year of B. Sc. (Computer Applications) - (2024 Course) CA – 101 – T : Problem Solving and Programming in C

|   | CA – 101 -  | <ul> <li>T : Problem Solving a</li> </ul> | nd Programming in C          |                |  |  |
|---|---|---|------------------------------|----------------|--|--|
|   | ching Scheme:CreditsExamination Scheme:ory: 02 Hrs/Week02Continuous Evaluation: 15 MarksEnd-Semester : 35 Marks   |   |                              |                |  |  |
| • To<br>• To  | <ul> <li>Course Objectives:</li> <li>To provide a broad overview of problem solving techniques</li> <li>To learn C programming to solve problems</li> </ul>   |   |                              |                |  |  |
| <ul> <li>Def</li> <li>For</li> <li>Exp</li> </ul>   |   |   |                              |                |  |  |
|   |   | Course Conte                              | nts                          |                |  |  |
| Unit I  | Proble  | m solving, algorithms                     | and flowcharts               | 06 Hrs         |  |  |
|   | Types of Problems, Problem solving using computer, Difficulties with problem solving, Problem solving aspects.  |   |                              |                |  |  |
| Definition a<br>Top-down  |   | of algorithm, Examples o                  | of algorithms, Flow charts v | vith examples, |  |  |
| & 3 numbe<br>check whe<br>of number   | Problem solving using Arithmetic Statements, Conditional Statement & Iterative Statements<br>such as Addition/Multiplication, check number is positive/negative, Maximum of 2 numbers<br>& 3 numbers, sum of first n numbers, sum of given n numbers, reverse digits of a number,<br>check whether the number is palindrome, check number is prime, factorial of number, factors<br>of number, GCD, LCM of numbers etc. |   |                              |                |  |  |
| Unit II   |   | C Fundamental                             | S                            | 07 Hrs         |  |  |
| Introduction to C, Features of C, Structure of C Program, C Character Set, Identifiers and<br>Keywords, Variables and constants<br>Data types- Basic data types, Enumerated types, Type casting, Declarations,<br>Expressions, Operators and Expressions Unary and Binary arithmetic operators,<br>Increment Decrement operators, Relational and logical operators, Bit wise operators,<br>Assignment operators, Comma operator, size of operator, Ternary conditional operator,<br>Precedence and associativity<br>Input Output Statements: printf, scanf functions, getchar, putchar, getch functions, gets,<br>puts functions, Escape sequence characters, Format specifiers |   |   |                              |                |  |  |
| Unit III  |   | <b>Control &amp; Iterative Str</b>        | uctures                      | 05 Hrs         |  |  |
| lf, lf- Else  | If, If- Else Statements, Nested If Statements, Conditional Branching – switch statement,  |   |                              |                |  |  |
| Loop (while, dowhile, for), break, continue, goto statements  |   |   |                              |                |  |  |
| Unit IV Functions 06 Hrs  |   |   |                              |                |  |  |
| Introductio   | on to Functions, F  | unction Arguments, Libra                  | ary & User defined function  | ns,            |  |  |
| Methods fo<br>Register  | or parameter pass   | sing, Recursion, Storage                  | e Classes – Auto, Static, G  | lobal and      |  |  |
| Unit V  |   | Arrays                                    |                              | 06 Hrs         |  |  |
|   |   |   |                              |                |  |  |

Introduction, Array Declarations, Bounds Checking, Single dimension Arrays, Two dimension Arrays, Arrays & Function

#### **Reference Books:**

- 1. Cormen, Leiserson, Rivest, Stein, "Introduction to algorithms"
- 2. Brian W. Kernighan, Dennis M. Ritchie, "The C Programming Language", ISBN:9788120305960, PHI Learning
- 3. R.G. Dromey, "How to Solve it by Computer", ISBN: 9788131705629, Pearson Education
- 4. Behrouz A. Forouzan, RichardF. Gilberg, "A Structured Programming Approach Using C", ISBN:9788131500941, Cengage Learning India
- 5. E. Balaguruswamy, "Programming in ANSI C", ISBN: 9781259004612, Tata Mc-Graw Hill Publishing Co Ltd.-New Delhi
- 6. Maureen Spankle, "Problem Solving and Programming Concepts", ISBN: 81-317-0711-3
- 7. Y S Kanetkar, "Let Us C", BPB Publications

#### Savitribai Phule Pune University First Year of B. Sc. (Computer Applications) - (2024 Course) CA – 102 – P : Lab Course on CA – 101 - T

| Teaching Scheme:<br>Practical: 04 Hrs/Week | Credits<br>02 | Examination Scheme:<br>Continuous Evaluation: 15 Marks |
|--|---------------|--|
|  |               | End-Semester :35 Marks                                 |
| Course Objectives:                         |               |  |

#### • To learn formulation of algorithm for a given problem

- To study various data types, arrays and functions in C
- To understand input-output and, control and iterative statements in C

Course Outcomes: On completion of the course, students will be able to-

- Formulate an algorithm and draw flowchart for the given problem
- Implement the given algorithm in C
- Write programs using appropriate data types and control structures in C

#### **Guidelines for Instructor's Manual**

The instructor shall frame at least 14 assignments. Instructor's manual consisting of University syllabus, conduction & Assessment guidelines is to be developed.

#### **Guidelines for Student Journal**

The laboratory assignments are to be submitted by student in the form of journal. Journal consists of Certificate, table of contents, and handwritten write-up for each assignment. Write-up shall include Title, Problem Statement, software and Hardware requirements, Date of Completion.

Program codes with sample output of all performed assignments are to be submitted as softcopy. Use of DVD containing students programs maintained by lab In-charge is highly encouraged. For reference one or two journals may be retained with program prints.

#### **Guidelines for Assessment**

Continuous assessment of laboratory work is to be carried out based on overall performance of students. For each lab assignment, the instructor will assign grade/marks based on parameters such as timely completion, understanding, neatness etc. with appropriate

| Sr. No. | Assignment List   |
|---------|---|
| 1       | Assignment on use of data types, simple operators (expressions)                 |
| 2       | Assignment on decision making statements (if and if-else, nested structures)    |
| 3       | Assignment on decision making statements (switch case)                          |
| 4       | Assignment on use of while loops  |
| 5       | Assignment on use of for loops  |
| 6       | Assignment on nested loops  |
| 7       | Assignment on exit, goto, continue, break                                       |
| 8       | Assignment on menu driven programs.   |
| 9       | Assignment on writing C programs in modular way (use of user defined functions) |
| 10      | Assignment on call by value   |
| 11      | Assignment on call by reference   |
| 12      | Assignment on recursive functions   |
| 13      | Assignment on use of arrays (1-D array) and functions                           |
| 14      | Assignment on use of multidimensional array (2-D arrays) and functions          |
| 15      | Assignment on Standard Library Function   |

| Savitribai Phule Pune University<br>First Year of B. Sc. (Computer Applications) - (2024 Course)<br>CA – 103 – T : Computer Organization and Architecture  |   |   |   |   |  |
|--|---|---|---|---|--|
| Teaching<br>Theory: 0  | Scheme:<br>2 Hrs/Week   | Credits<br>02                                   | Continuous Evaluat  | tion Scheme:<br>on: 15 Marks<br>er : 30 Marks |  |
| <ul> <li>Course Objectives:</li> <li>To study number system, logic gates</li> <li>To understand combinational and sequential circuits</li> <li>To provide a broad overview of architecture and functioning of computer systems</li> <li>To learn the basic concepts behind the architecture and organization of computers.</li> </ul> Course Outcomes: On completion of the course, student will be able to– <ul> <li>Design of combinational circuits</li> <li>Design of sequential circuits</li> <li>Describe block diagram of CPU, Memory and types of I/O transfers</li> </ul> |   |   |   |   |  |
|  | 3   | Course Conte                                    | ••  |   |  |
| Unit I   | Data re   | presentation and Com                            |   | 04 Hrs  |  |
| BCD code<br>numbers,<br>Unit II  | Review of Decimal, Binary, Octal, Hexadecimal Number systems and their inter-conversion,<br>BCD code, Gray code, Excess-3 code, ASCII , EBCDIC, Unicode, Signed and Unsigned<br>numbers, 1's and 2's complements, Binary arithmetic.Unit IIBoolean Algebra & Logic Gates07 HrsBoolean theorems, Boolean Laws, De Morgan's Theorem, Reduction of Logic |   |   |   |  |
| expression<br>Classifica   | n using Boole<br>tion of Logic §  | ean Algebra, Introduc<br>gates, Universal Logic | tion to Logic (AND, gates, Implementation of h map, minterm and max | OR, NOT), of other gates                      |  |
| Unit III   |   | Combinational Circ                              | uits  | 07 Hrs  |  |
|  |   | •   | of Half adder, Full adder   |   |  |
| subtractor, Full subtractor, Multiplexer(4:1) & Demultiplexer(1:4), Encoder (8-line-to-<br>3-line) and Decoder (3-line-to-8-line), Parity generator and checker, Block diagram of<br>ALU.  |   |   |   |   |  |
| Unit IV  |   | Sequential circu                                | ts  | 07 Hrs  |  |
| Definition of sequential circuits, Detail study of Flip Flops and truth tables: S-R FF, J-K FF, T and D type FFs, Flip flop as memory device.  |   |   |   |   |  |
| Counters: Asynchronous-Mod16, Mod-10, Mod-8, up down counter, Synchronous-<br>Ring counter, Event counter.   |   |   |   |   |  |
| Shift Regi<br>shift regis  |   | types, serial to parallel a                     | nd parallel to serial conv  | verters using                                 |  |
| Unit V   | C   | PU, Memory and I/O Or                           | ganization  | 05 Hrs  |  |

Block diagram of CPU, functions of CPU, general register organization, flags, Concept of RISC and CISC

Memory System hierarchy, Cache Memory, Internal Memory, External Memory, Concept of Virtual Memory.

Basics of I/O organisation: types of I/O data transfers.

**Reference Books:** 

1. R.P. Jain, "Modern Digital Electronics", McGraw-Hill Publications

2. Flod and Jain, "Digital Fundamentals", Pearson Publication.

3. Morris Mano, "Computer System Architecture" Prentice-Hall.

| Savitribai Phule Pune University<br>First Year of Bachelor of Computer Applications (2024 Course)  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| CA-104-P: Lab Course on CA-103-T   |  |  |  |  |  |  |
| Teaching Scheme:<br>Practical: 04 Hours/Week   | Credits<br>02  | Examination Scheme:<br>Continuous Evaluation: 15 Marks<br>End-Semester : 35 Marks                              |  |  |  |  |
| <ul> <li>Course Objectives: <ul> <li>To study number system, logic gates</li> <li>To understand combinational and sequential circuits</li> <li>To provide a broad overview of architecture and functioning of computer systems</li> <li>To learn the basic concepts behind the architecture and organization of computers.</li> </ul> </li> <li>Course Outcomes: On completion of the course, student will be able to– <ul> <li>Design of combinational circuits</li> <li>Design of sequential circuits</li> <li>Describe block diagram of CPU, Memory and types of I/O transfers</li> </ul> </li> </ul> |  |  |  |  |  |  |
| The instructor shall frame at University syllabus, conducti  |  | s. Instructor's manual consisting of   |  |  |  |  |
| Journal consists of Certifica<br>assignment. Write-up shall in   | Guidelines for Student Journal<br>The laboratory assignments are to be submitted by student in the form of journal.<br>Journal consists of Certificate, table of contents, and handwritten write-up for each<br>assignment. Write-up shall include Title, Problem Statement, Date of Completion etc.<br>For reference one or two journals may be retained. |  |  |  |  |  |
| performance of students.   | For each lab ass<br>arameters such as<br>te weightage  | to be carried out based on overall<br>ignment, the instructor will assign<br>timely completion, understanding, |  |  |  |  |
| 1. To Study and verify th  | List of Assign   |  |  |  |  |  |
| 2. To Study De-morgan'   |  |  |  |  |  |  |
| 3. Code Converters usin  |  |  |  |  |  |  |
| 4. Half Adder and Full A   | <b>·</b>   |  |  |  |  |  |
| 5. Decimal to BCD Enco   |  |  |  |  |  |  |
| 6. Multiplexer (2:1) and I   |  |  |  |  |  |  |
| 7. Flip-flops (SR, D and JK-FF)  |  |  |  |  |  |  |
| 8. 4-bit binary asynchronous counter using IC 7493.  |  |  |  |  |  |  |
| 9. Shift Registers.  |  |  |  |  |  |  |
| 10. Study of 4-bit ALU (IC 74181)  |  |  |  |  |  |  |
| 11. Study of 3-bit Synchronous Up-Down counter.  |  |  |  |  |  |  |
| 12. Parity generator and   | -  |  |  |  |  |  |
|  | 12   |  |  |  |  |  |

#### Savitribai Phule Pune University First Year of B. Sc. (Computer Applications) - (2024 Course) CA – 105 – T : Discrete Mathematics and Statistics

| Teaching Scheme:    | Credits | Examination Scheme:                    |
|---------------------|---------|--|
| Theory: 02 Hrs/Week | 02      | <b>Continuous Evaluation: 15 Marks</b> |
|                     |         | End-Semester: 30                       |

#### Course Objectives:

- Learn basic terminology formal logic, proofs, sets, relations, functions and perform the operations associated with same
- Use formal logic proof and logical reasoning to solve problems
- To understand significance of statistical measures
- To study Correlation and Probability

Course Outcomes: On completion of the course, students will be able to-

- Relate and apply techniques for constructing mathematical proofs and make use of appropriate set operations, propositional logic to solve problems
- Use function or relation models to interpret associated relationships
- Apply basic counting techniques and use principles of probability
- Given a data, compute various statistical measures of central tendency
- Use appropriate Sampling techniques

#### Course Contents Set Theory and Logic

Unit I

**Sets–** Set Theory, Need for Sets, Representation of Sets, Set Operations, cardinality of set, **Types of Sets** – Bounded and Unbounded Sets, Countable and Uncountable Sets, Finite and Infinite Sets, Countably Infinite and Uncountably Infinite Sets, power set, **Propositional Logic-** logic, Propositional Equivalences, Application of Propositional Logic-Translating English Sentences, Proof by Mathematical Induction and Strong Mathematical Induction.

#### Unit II

#### Relations and Functions

06 Hrs

06 Hrs

**Relations:** Properties, n-ary Relations and Applications, Representing Relations, Closures of Relations, Equivalence Relations, Partial Orderings, partitions, Hasse Diagram, Lattices, Chains and Anti-Chains, Transitive Closure and Warshall's Algorithm

**Functions-** Surjective, Injective and Bijective functions, Inverse Functions and Compositions of Functions.

Unit IIICounting and Probability06 HrsThe Basics of Counting, rule of Sum and Product, Permutations and Combinations,<br/>Binomial Coefficients and Identities, Generalized Permutations and Combinations, The<br/>Pigeonhole Principle.

Probability: Basic Concepts, Definition, Addition and Multiplication Theorems, Conditional probability and Bayes' Theorem

| hit IV Data Presentation and Aggregation 06 H | <b>Irs</b> |
|---|------------|
|---|------------|

**Data Types:** attribute, variable, discrete and continuous variable, **Data presentation:** frequency distribution, histogram, ogive, box-plot, bar plots

**Measures of Central Tendency:** Arithmetic Mean (AM), Weighted Arithmetic Mean, Arithmetic Mean Computed from Grouped Data, Concept of Median, Mode, Geometric Mean (GM), Harmonic Mean (HM), Quartiles, Deciles, and Percentiles

**Measures of Dispersion:** Standard Deviation, Root Mean Square, Variance, Absolute and Relative Dispersion

#### Unit V

**Correlation Theory and Sampling** 

06 Hrs

**Correlation:** Bivariate data, scatter plots, Linear Correlation, Correlation of Attributes, Coefficient of correlation

**Regression:** Concept, Linear Regression, Prection

**Elementary Sampling Theory** : Sampling Theory, Random Samples, Sampling With and Without Replacement, Stratified Sampling

#### **Reference Books:**

- Kenneth H. Rosen, Discrete Mathematics And Its Applications, Tata Mcgraw-Hill, Isbn 978-0-07-288008-3, 7th Edition.
- 2. Trivedi, K.S., "Probability, Statistics, Design Of Experiments And Queuing Theory, With Applications Of Computer Science", Prentice Hall Of India, New Delhi
- C L Liu, "Elements Of Discrete Mathematics", Tata Mcgraw-Hill, Isbn 10:0-07-066913-9.
- 4. Kulkarni, M.B., Ghatpande, S.B. And Gore, S.D., "Common Statistical Tests" Satyajeet Prakashan, Pune
- 5. J.N. Kapur And H.C. Saxena, "Mathematical Statistics", S. Chand Publications, 20<sup>th</sup> Ed.
- John P. D'angelo & Douglas B. West, "Mathematical Thinking–Problem Solving And Proofs" Prentice Hall, 2<sup>nd</sup> Ed.

#### Savitribai Phule Pune University First Year of B. Sc. (Computer Applications) (2024 Course) CA-106 - P: Laboratory Course Based on CA-105 - T

| Teaching Scheme:      | Credits | Examination Scheme:            |
|-----------------------|---------|--------------------------------|
| Theory: 04 Hours/Week | 02      | Continuous Evaluation:15 Marks |
|                       |         | End-Semester :35 Marks         |

#### **Course Objectives:**

- To learn to apply theoretical concepts of discrete mathematics and statistics to solve problems.
- To provide hands-on experience on R software.

**Course Outcomes:** On completion of the course, student will be able to

- Demonstrate understanding of fundamental mathematical concepts.
- Apply mathematical and statistical concepts to solve problems.
- Use R software to perform statistical operations and data visualization.

#### **Guidelines for Instructor's Manual**

The instructor shall frame at least 12 assignments. Instructor's manual consisting of University syllabus, conduction & Assessment guidelines is to be developed.

#### **Guidelines for Student Journal**

The laboratory assignments are to be submitted by student in the form of journal. Journal consists of Certificate, table of contents, and handwritten write-up for each assignment. Write-up shall include Title, Problem Statement, Date of Completion etc.

For reference one or two journals may be retained.

#### **Guidelines for Assessment**

Continuous assessment of laboratory work is to be carried out based on overall performance of students. For each lab assignment, the instructor will assign grade/marks based on parameters such as timely completion, understanding, neatness etc. with appropriate weightage.

#### Suggested List of Laboratory Assignments

#### Applied Mathematics: Assignment based on following topics

- 1. Set Theory
- 2. Logic
- 3. Relations
- 4. Functions
- 5. Counting

#### Statistics (To be performed using R software)

- 1. Download and Install R, understand IDE
- 2. Using R execute the basic commands, array, list and frames.
- 3. Using R Execute the statistical functions: mean, median, mode, quartiles, range.
- 4. Using R import the data from Excel / .CSV file and calculate the standard deviation.
- 5. Import the data from Excel / .CSV and perform the Statistical distribution: Normal Distribution.

#### References: Richard Cotton, "Learning R", SPD O'Reilly Publications

| Savitribai Phule Pune University<br>First Year of Bachelor of Computer Applications (2024 Course)  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| VSEC-101-CA: HTML and Webpage Designing  |  |  |  |  |  |  |
| Teaching Scheme:<br>Practical: 04 Hours/Week   | Credits<br>02  | Examination Scheme:<br>Continuous Evaluation: 15 Marks<br>End-Semester : 35 Marks                |  |  |  |  |
| <ul> <li>Course Objectives:</li> <li>To understand web based application development process.</li> <li>To study basics of HTML elements and tag.</li> <li>To know usage of CSS in HTML.</li> <li>To design and create simple websites.</li> <li>To apply JavaScript to websites.</li> <li>Course Outcomes: After successful completion of this course, learner will be able to</li> <li>Enlist various HTML elements and tags</li> </ul> |  |  |  |  |  |  |
| <ul> <li>Use HTML elements</li> <li>Apply CSS and Java</li> <li>Design a website usir</li> </ul>   | script features.<br>ng HTML, CSS and   | •  |  |  |  |  |
|  | at least 14 assignn  | nstructor's Manual<br>nents. Instructor's manual consisting of<br>guidelines is to be developed. |  |  |  |  |
| The laboratory assignments<br>Journal consists of Certifica<br>assignment. Write-up shall i<br>requirements, Date of Comp<br>Program codes with sample<br>softcopy. Use of DVD cont  | Guidelines for Student Journal<br>The laboratory assignments are to be submitted by student in the form of journal.<br>Journal consists of Certificate, table of contents, and handwritten write-up for each<br>assignment. Write-up shall include Title, Problem Statement, software and Hardware<br>requirements, Date of Completion.<br>Program codes with sample output of all performed assignments are to be submitted as<br>softcopy. Use of DVD containing students programs maintained by lab In-charge is<br>highly encouraged. For reference one or two journals may be retained with program |  |  |  |  |  |
| Guidelines for Assessment<br>Continuous assessment of laboratory work is to be carried out based on overal<br>performance of students. For each lab assignment, the instructor will assign<br>grade/marks based on parameters such as timely completion, understanding, neatness<br>etc. with appropriate weightage.   |  |  |  |  |  |  |
|  | List of Assigr   | iments   |  |  |  |  |
| 0  | Assignment 01: Using basic HTML elements (headings, paragraphs, line break, colour, fonts, links, Images, etc)   |  |  |  |  |  |
| Assignment 02: Creating Lists using HTML Tags  |  |  |  |  |  |  |
| Assignment 03: Creating Tables using HTML Tags   |  |  |  |  |  |  |
| Assignment 04: Creating Frames in HTML   |  |  |  |  |  |  |
| Assignment 05: Creating Forms using HTML   |  |  |  |  |  |  |
| Assignment 06: Designing of HTML screens using CSS   |  |  |  |  |  |  |
| Assignment 07: Using Funct   |  |  |  |  |  |  |
| Assignment 08: Carryout Va   |  | Script   |  |  |  |  |
| Assignment 09: Using Event   | : Handling.  |  |  |  |  |  |

Assignment 10: Designing website using basic elements of HTML, CSS and JavaScript.

Assignment 11: Designing website using HTML, CSS and advanced JavaScript elements and event handling

**Reference Books:** 

- 1. Steven Holzner, HTML Black Book, Dremtech press.
- 2. Web Applications : Concepts and Real World Design, Knuckles, Wiley-India
- 3. Internet and World Wide Web How to program, P.J. Deitel & H.M. Deitel Pearson Education
- 4. Programming the World Wide Web, Robert W Sebesta (3rd Edition)
- 5. Learn HTML and CSS faster by Mark Myer

#### **E-Resources:**

- 1. https://www.coursera.org/learn/html-css-javascript-for-web-developers
- 2. https://www.coursera.org/learn/introduction-to-web-development-with-html-cssjavacript?action=enroll#modules
- 3. https://www.scribd.com/doc/41532231/CSS-HTML-JavaScript-LAB-Good-Practical-Programs
- 4. https://www.udemy.com/course/web-development-learn-by-doing-html5-css3-from-scratch-introductory/
- 5. https://www.udemy.com/course/javascriptfundamentals/

# SYLLABUS SEMESTER II

| Savitribai Phule Pune University<br>First Year of B. Sc. Computer Applications (2024 Course)<br>CA – 151 - T: Advanced C Programming  |   |  |        |  |  |  |  |
|---|---|--|--------|--|--|--|--|
| Teaching Scheme:<br>Theory: 02 Hrs/Week   | Credits<br>02   | Examination Scheme<br>Continuous Evaluation: 15 Marks<br>End-Semester : 35 Marks |        |  |  |  |  |
| <ul> <li>Course Objectives:</li> <li>To learn advanced features in C Programming</li> <li>To study advanced data types</li> <li>To understand built-in library functions</li> </ul> Course Outcomes: On completion of the course, student will be able to– <ul> <li>Write programs using pointers and structures</li> <li>Use Pre-processor directives</li> <li>Manipulate strings using library functions</li> <li>Write programs to perform operations on Files</li> </ul>  |   |  |        |  |  |  |  |
|   | Course Conter   | nts  |        |  |  |  |  |
| Unit I  | Preprocessor  |  | 06 Hrs |  |  |  |  |
| Macros versus functions, #<br>(#if/#ifdef/#else/#elif/#endif<br>_STDC_)<br>Unit II  |   |  |        |  |  |  |  |
| Concept – reference & dere<br>pointers,<br>Pointer Arithmetic, Multiple<br>parameter passing – call by<br>Arrays & Pointers - Pointer<br>Functions & pointers - Pass<br>Function pointer, Pointers &<br>Dynamic memory manager<br>pointers  | indirection,<br>/ value and call by referent<br>to array, Array of pointen<br>sing pointer to function, R<br>&const<br>ment, Allocation, Resizing | nce<br>s,<br>eturning pointer from func  | tion,  |  |  |  |  |
| Unit III  | Strings   |  | 05 Hrs |  |  |  |  |
| Concept, Declaration, definition, initialization, format specifiers, String literals/ constants & variables – reading & writing from & to console, Importance of terminating NULL character, Strings & pointers<br>Array of strings & array of character pointers, User defined functions, predefined functions in string.h - strlen , strcpy , strcat , strcmp , strcmpi , strrev , strlwr , strupr , strset , strchr , strrchr , strstr , strncpy , strncat , strncmp , strncmpi , strnset , strtok, Command line arguments – argc and argv |   |  |        |  |  |  |  |
| Unit IV   | Structures  |  | 06 Hrs |  |  |  |  |

Concept, Declaration, definition, initialization, accessing structure members (. operator), Array of structures, Pointers to structures, Declaring pointer to structure

Accessing structure members via pointer to structure, Structures & functions,

Passing each member of structure as a separate argument, Passing structure by value / address

Nested structures, typedef & structures, Concept of Union

## Unit V File Handling 06 Hrs

Concept of streams, need, Types of files, Operations on text & binary files, Random access file, library functions for file handling – fopen, fclose, fgetc, fseek, fgets, fputc etc

#### **Reference Books:**

- 1. The C Programming Language (Second Edition) By B. W. Kerninghan& D. M. Ritchie
- 2. Programming in C A Practical Approach By Ajay Mittal (Pearson Publications)
- 3. Programming with C By Byron S Gottfried (Schaum's Outlines)
- 4. A structural Programming Approach using C By BehrouzForouzan& Richard Gilberg
- 5. Y S Kanetkar, "Let Us C", BPB Publications

#### Savitribai Phule Pune University First Year of B. Sc. (Computer Applications) (2024 Course) CA – 152 – P : Lab Course on CA – 151 - T

| Teaching Scheme:       | Credits | Examination Scheme:                    |
|------------------------|---------|--|
| Practical: 04 Hrs/Week | 02      | <b>Continuous Evaluation: 15 Marks</b> |
|                        |         | End-Semester :35                       |

#### **Course Objectives:**

- To learn advanced features in C Programming
- To study advanced data types
- To understand built-in library functions

Course Outcomes: On completion of the course, student will be able to-

- Write programs using pointers and structures
- Use Pre-processor directives
- Manipulate strings using library functions
- Write programs to perform operations on Files

#### **Guidelines for Instructor's Manual**

The instructor shall frame at least 12 assignments. Instructor's manual consisting of University syllabus, conduction & Assessment guidelines is to be developed.

#### **Guidelines for Student Journal**

The laboratory assignments are to be submitted by student in the form of journal. Journal consists of Certificate, table of contents, and handwritten write-up for each assignment. Write-up shall include Title, Problem Statement, software and Hardware requirements, Date of Completion.

Program codes with sample output of all performed assignments are to be submitted as softcopy. Use of DVD containing students programs maintained by lab In-charge is highly encouraged. For reference one or two journals may be maintained with program prints.

#### **Guidelines for Assessment**

Continuous assessment of laboratory work is to be carried out based on overall performance of students. For each lab assignment, the instructor will assign grade/marks based on parameters such as timely completion, understanding, neatness etc. with appropriate weightage.

| Sr. No. | Assignment  |
|---------|---|
| 1       | To demonstrate use of preprocessor directives         |
| 2       | To demonstrate use of pointers                        |
| 3       | To demonstrate advanced use of pointers               |
| 4       | To demonstrate concept of strings, array of strings   |
| 5       | To demonstrate string operations using pointers       |
| 6       | To demonstrate command line arguments                 |
| 7       | To demonstrate structures (using array and functions) |
| 8       | To demonstrate nested structures                      |
| 9       | To demonstrate use of bitwise operators.              |
| 10      | To demonstrate file handling                          |

| Savitribai Phule Pune University<br>First Year of B. Sc. (Computer Applications) - (2024 Course)<br>CA – 153 – T : Introduction to Microcontrollers  |   |                                    |                 |  |  |
|--|---|------------------------------------|-----------------|--|--|
| Teaching Scheme:<br>Theory: 02 Hrs/Week  | 02 Hrs/Week 02 Continuous Evaluation: 15 Marks<br>End-Semester : 30 Marks             |                                    |                 |  |  |
|  |   |                                    |                 |  |  |
| <ul> <li>Interface I/O periph</li> </ul>   | ng instruction set of 8051<br>erals to 8051 microcontro<br>ocontroller-based applicat | microcontroller.<br>ller.<br>ions. |                 |  |  |
| Unit I   | Course Conte<br>Introduction  | nts                                | 04 Hrs          |  |  |
| Introduction of microcon<br>and microprocessor, class  | sification of microcontro   | ollers, Applications of mi         | crocontrollers. |  |  |
| Unit II  | 8051 microcontro  | ller                               | 04 Hrs          |  |  |
| Features of 8051 micro<br>Memory organization, SH<br>and its Operation, Extern   | FRS, PSW register, pin f  |                                    |                 |  |  |
| Unit III   | 8051: Programmer's  | Model                              | 09 Hrs          |  |  |
| Introduction to Assembly programming, Compilers. Assemblers, Instruction classification, Instruction set, Addressing Modes: Immediate, register, direct, indirect and relative, assembler directives (ORG, END), features with examples.<br>Introduction to 8051 programming in C. |   |                                    |                 |  |  |
| Unit IV  | Timers and Count  | ters                               | 07 Hrs          |  |  |
| Timer / counter: TMOD, TCON, SCON, SBUF, PCON Registers, Timer modes, programming for time delay using mode 1 and mode 2.  |   |                                    |                 |  |  |
| Unit V   | Interrupts and Inter  | acing                              | 06 Hrs          |  |  |
| Interrupts: Introduction to interrupt, Interrupt types and their vector addresses, Interrupt enable register and interrupt priority register (IE, IP).<br>Basics of Interfacing: ADC, DAC, LCD, stepper motor.   |   |                                    |                 |  |  |
| Reference Books:   |   |                                    |                 |  |  |

- 1. 8051 microcontroller and Embedded system using assembly and C : Mazidi and McKinley, Pearson publications.
- 2. The 8051 microcontroller Architecture, programming and applications: K.Uma Rao and Andhe Pallavi, Pearson publications.

| Sa  | vitribai Phule Pun                        | e University                                |  |  |  |  |
|---|---|---|--|--|--|--|
| First Year of Bachelor of Computer Applications (2024 Course)             |   |   |  |  |  |  |
| CA-154-P: Lab Course on CA-153-T  |   |   |  |  |  |  |
| Teaching Scheme: Credits Examination Scheme:                              |   |   |  |  |  |  |
| Practical: 04 Hrs/Week  | 02  | Continuous Evaluation: 15 Marks             |  |  |  |  |
| Course Objectives:  |   | End-Semester : 35 Marks                     |  |  |  |  |
| <ul> <li>To study the basics of</li> </ul>                                | f microcontroller.                        |   |  |  |  |  |
| To learn 8051 Program   |   |   |  |  |  |  |
| <ul> <li>To understand interfa</li> </ul>                                 | •   |   |  |  |  |  |
|   |   | ing 8051microcontroller.                    |  |  |  |  |
| <ul> <li>Course Outcomes: On com</li> <li>Write programs using</li> </ul> | •   |   |  |  |  |  |
| <ul> <li>Interface I/O peripher</li> </ul>                                |   |   |  |  |  |  |
| <ul> <li>Design simple microc</li> </ul>                                  |   |   |  |  |  |  |
|   |   | structor's Manual                           |  |  |  |  |
|   | -   | nts. Instructor's manual consisting of      |  |  |  |  |
|   | on & Assessment g<br>Guidelines for Stude | uidelines is to be developed.               |  |  |  |  |
|   |   | ed by student in the form of journal.       |  |  |  |  |
| Journal consists of Certifica   | ite, table of conten                      | ts, and handwritten write-up for each       |  |  |  |  |
|   |   | m Statement, software and Hardware          |  |  |  |  |
| requirements, Date of Comp<br>Program codes with sample                   |   | ned assignments are to be submitted as      |  |  |  |  |
|   |   | ograms maintained by lab In-charge is       |  |  |  |  |
|   | rence one or two j                        | ournals may be retained with program        |  |  |  |  |
| prints.   |   |   |  |  |  |  |
|   | Guidelines for As                         | s to be carried out based on overal         |  |  |  |  |
|   | •   | ent, the instructor will assign grade/marks |  |  |  |  |
| based on parameters such a  | s timely completion                       | , understanding, neatness                   |  |  |  |  |
| etc. with appropriate weighta   | -   |   |  |  |  |  |
| 1. Study of 8051 microcontr   | List of Assign                            |   |  |  |  |  |
| 2   | • •                                       |   |  |  |  |  |
| 2. Study of proteus simulato  |   |   |  |  |  |  |
| 3. Program to find Largest/s  |   |   |  |  |  |  |
|   |   | nultiplication/division of 8/16 bit data.   |  |  |  |  |
| 5. Program to perform Arithmetic, logical & code conversion problems      |   |   |  |  |  |  |
| 6. Program to perform data  | transfer/exchange                         | between specified memories                  |  |  |  |  |
| locations.  |   |   |  |  |  |  |
| 7. Interfacing of LED/LEDs  | to 8051 microcontro                       | oller.                                      |  |  |  |  |
| 8. Interfacing of switch & LE   | D to 8051 microcor                        | ntroller.                                   |  |  |  |  |
| 9. Waveform generation usi  | ng DAC Interface to                       | o 8051 Microcontroller.                     |  |  |  |  |
|   |   |   |  |  |  |  |

- 10. Traffic light controller using 8051 microcontroller.
- 11. Interfacing LCD to 8051Microcontroller.
- 12. Interfacing with IR sensor to 8051 microcontroller and LCD.
- 13. ADC interfacing to 8051 Microcontroller.
- 14. Stepper motor interfacing to 8051 microcontroller.
- 15. DC motor interfacing to 8051 microcontroller.

| Savitribai Phule Pune University<br>First Year of B. Sc. (Computer Applications) - (2024 Course)<br>CA – 155 – T : Linear Algebra   |  |  |                      |  |  |  |
|---|--|--|----------------------|--|--|--|
| Teaching Scheme:<br>Theory: 02 Hrs/Week   | Credits<br>02  | Examination Scheme:<br>Continuous Evaluation: 15 Marks<br>End-Semester: 30                                 |                      |  |  |  |
| <ul> <li>Course Objectives:</li> <li>To offer the learner the relevant Linear Algebra concepts through Computer Science applications.</li> <li>To interpret existence and analyse the solution set of a system of linear equations.</li> <li>To formulate, solve, apply, and interpret properties of linear systems.</li> </ul> |  |  |                      |  |  |  |
| <ul><li>of a vector space.</li><li>To interpret basic con representation of a lin</li></ul>   | cepts of linear transform<br>lear transformation.  | lence of vectors and the c<br>nations, dimension, matrix   |                      |  |  |  |
| <ul><li>Computer Science.</li><li>Instill a computational</li><li>Express clear underst</li><li>Find eigenvalues and</li></ul>  | nce and applications of I<br>thinking while learning I<br>anding of the concept o              | Linear Algebra in the field<br>inear algebra.<br>f a solution to a system of<br>ctors for a square matrix. |                      |  |  |  |
|   | Course Content   |  |                      |  |  |  |
|   | ns of Linear Equations   |  | 06 Hrs               |  |  |  |
| <ol> <li>1.1 Row echelon form of a m</li> <li>1.2 Definition of rank of a ma</li> <li>1.3 System of linear equation<br/>row equivalent matrices.</li> <li>1.4 Consistency of homogen<br/>using rank, condition for</li> <li>1.5 Solution of System of Equ<br/>method, examples.</li> </ol>                                      | trix using row echelon on<br>ns- Introduction, matrix f<br>eous and non-homogen<br>consistency | r row reduced echelon for<br>orm of linear system, define<br>eous system of linear equ                     | nition of<br>uations |  |  |  |
| Unit II   | Vector Spaces -  | I  | 06 Hrs               |  |  |  |
| <ul> <li>2.1 Definition and examples</li> <li>2.2 Subspaces</li> <li>2.3 Linear Dependence and Independence (Statement and examples only)</li> <li>2.4 Basis of vector space</li> </ul>   |  |  |                      |  |  |  |
| Unit III  | Vector Spaces -  | l  | 06 Hrs               |  |  |  |
| <ul><li>3.1 Dimension of a vector spa</li><li>3.2 Row Space, Column Spa</li><li>3.3 Definition: Rank and Nulli</li></ul>  | ce, and Null Space of a  | matrix   |                      |  |  |  |
| Unit IV E   | igen values and Eigen  | vectors  | 06 Hrs               |  |  |  |
| <ul><li>4.1 Eigen values</li><li>4.2 Eigen vectors</li><li>4.3 Diagonalization</li></ul>  |  |  |                      |  |  |  |

| Unit V             | Linear Transformations   | 06 Hrs     |
|--------------------|--|------------|
|                    | tion and Examples, Properties, Equality  |            |
|                    | I and range of a linear Transformation   |            |
|                    | Nullity theorem (Statement only)   |            |
| 5.4 Matrix         | representation of Linear Transformation  |            |
| Books:             |  |            |
| Text Boo           | k :  |            |
|                    | d Anton, Chris Rorres, Elementary Linear Algebra, Application Versi<br>n, Wiley, 11th edition. | on, Ninth  |
| Reference          | e Books:   |            |
| 1. K. Hof<br>New D | fman and R. Kunze, Linear Algebra, 2nd edition(2014), Prentice Hall<br>Delhi                   | of India,  |
| 2 Stever           | 1. Leon Linear Algebra with Applications 4th edition(1994) Prentic                             | ce Hall of |

- Steven J. Leon, Linear Algebra with Applications, 4th edition(1994), Prentice Hall of India. New Delhi
- 3. Vivek Sahai, Vikas Bist, Linear Algebra, 4th Reprint 2017, Narosa Publishing House, New Delhi.

#### Savitribai Phule Pune University First Year of B. Sc. (Computer Applications) (2024 Course) CA-156 - P: Laboratory Course Based on CA-155 - T

| Teaching Scheme:     | Credits | Examination Scheme:                   |
|----------------------|---------|---------------------------------------|
| Theory: 04 Hours/Wee | c 02    | <b>Continuous Evaluation:15 Marks</b> |
|                      |         | End-Semester :35 Marks                |

#### Course Objectives:

- To learn to apply theoretical concepts of discrete mathematics and statistics to solve problems.
- To provide hands-on experience on R software.

**Course Outcomes:** On completion of the course, student will be able to

- Demonstrate understanding of fundamental mathematical concepts.
- Apply mathematical and statistical concepts to solve problems.
- Use R software to perform statistical operations and data visualization.

#### **Guidelines for Instructor's Manual**

The instructor shall frame at least 12 assignments. Instructor's manual consisting of University syllabus, conduction & Assessment guidelines is to be developed.

#### Guidelines for Student Journal

The laboratory assignments are to be submitted by student in the form of journal. Journal consists of Certificate, table of contents, and handwritten write-up for each assignment. Write-up shall include Title, Problem Statement, Date of Completion, etc. For reference one or two journals may be maintained with program prints.

#### **Guidelines for Assessment**

Continuous assessment of laboratory work is to be carried out based on overall performance of students. For each lab assignment, the instructor will assign grade/marks based on parameters such as timely completion, understanding, neatness etc. with appropriate weightage.

#### Suggested List of Laboratory Assignments

#### Assignments based on following topics

- 1. Practical 1: Problems on Unit 1 based on Systems of Linear Equations-I (Written).
- 2. Practical 2: Problems on Unit 1 based on Systems of Linear Equations-II (Written).
- 3. Practical 3: Problems on Unit 2 (Written).
- 4. Practical 4: Problems on Unit 3 (Written).
- 5. Practical 5: Problems on Unit 4 (Written).
- 6. Practical 6: Problems on Unit 5 (Written).

#### Assignments To be performed using Scilab Software

- 7. Practical 7: Introduction to Scilab software.
- 8. Practical 8: Problems on Unit 1 using Scilab software
- 9. Practical 9: Problems on Unit 2 using Scilab software..
- 10. Practical 10: Problems on Unit 3 using Scilab software.
- 11. Practical 11: Problems on Unit 4 using Scilab software.
- 12. Practical 12: Problems on Unit 5 using Scilab software

#### References:

• Richard Cotton, "Learning R", SPD O'Reilly Publications

| Savitribai Phule Pune University  |   |   |  |                       |  |  |
|---|---|---|--|-----------------------|--|--|
|   | First Year of Bachelor of Computer Applications (2024 Course)<br>VSEC-151: Software Tools for Business Communication  |   |  |                       |  |  |
|   | hing Scheme:<br>ical:04 Hrs/Week<br>Credits<br>02<br>Continuous Evaluation: 15 Marks<br>End-Semester: 35 Marks  |   |  |                       |  |  |
| • т<br>• т  | <ul> <li>Course Objectives:</li> <li>To study word processing, spreadsheets and presentation tools</li> <li>To learn G-suit</li> </ul>  |   |  |                       |  |  |
| Course P P P C  | Perform various word<br>Prepare spreadsheet<br>Collect feedbacks an   | end of the course<br>I processing tasks<br>is and presentatic<br>d make surveys | , students will be able to<br>s  | 5                     |  |  |
|   | ructor shall frame a  | -   | ructor's Manual<br>ments. Instructor's manual<br>t guidelines is to be develop | -                     |  |  |
| Journal<br>assignm<br>requirem<br>Progran<br>as softc<br>is highly<br>program<br>Continuc<br>performa   | Guidelines for Student Journal<br>The laboratory assignments are to be submitted by student in the form of journal.<br>Journal consists of Certificate, table of contents, and handwritten write-up for each<br>assignment. Write-up shall include Title, Problem Statement, software and Hardware<br>requirements, Date of Completion.<br>Program codes with sample output of all performed assignments are to be submitted<br>as softcopy. Use of DVD containing students programs maintained by lab In-charge<br>is highly encouraged. For reference one or two journals may be maintained with<br>program prints.<br>Guidelines for Assessment<br>Continuous assessment of laboratory work is to be carried out based on overall<br>performance of students. For each lab assignment, the instructor will assign<br>grade/marks based on parameters such as timely completion, understanding, |   |  |                       |  |  |
| nounoo  |   | Topics for Lab A  | Assignments  |                       |  |  |
| Unit<br>No  |   | Topics  |  | Number of Assignments |  |  |
| Unit I  | Word p  | processing and (  | Google DOCs  | 04 Nos                |  |  |
| Create, Save, Open and Edit Documents, Text Alignments, Enhancements, and<br>Effects<br>Basic Document Formatting and Editing, Additional Document Formatting and Editing<br>Work with Multiple-Page Documents and Multiple Documents, Work with Columns<br>and Tables<br>Work with Objects, Lines, and Text Boxes, Drawing Tools, Add Special Effects<br>Create and manipulate Google DOC using various features |   |   |  |                       |  |  |
| Unit II         Spreadsheets and Google Sheets         04 Nos   |   |   |  |                       |  |  |
| Enhance<br>Integrate  | Create, Save, and Print a Worksheet, Use Formulas; Copy a Formula; Format and<br>Enhance Use Functions, Additional Formatting, and Editing, Create and Edit Charts,<br>Integrate Worksheets with Other Applications<br>Create and manipulate Google Sheets using various features   |   |  |                       |  |  |

| Unit<br>III   | Presentations and Google Slides   | 02 Nos          |  |  |  |  |  |
|---|---|-----------------|--|--|--|--|--|
| Objects   | Create, Save, and Print a Presentation, Enhance Slides; Work with Text and Objects, Work with Slide Shows; Integrate Presentations with Other Applications Create and manipulate Google Slides using various features |                 |  |  |  |  |  |
| Unit<br>IV  | Google Forms, Drives and Calendar   | 03 Nos          |  |  |  |  |  |
| Google  | Save, Open and Edit Google form using essential features<br>Drive: Create folders and subfolders, upload documents, share of<br>Google Calendar: essential features   | drive files and |  |  |  |  |  |
| Unit<br>V   | Emails, Groups and Generative Al Tools04 Nos  |                 |  |  |  |  |  |
| Create and send, receive emails, email folders and fields, attach documents, address<br>book, email signatures and other essential settings, Email etiquettes<br>Create, join email groups, send and receive emails on groups<br>Using Generative AI tools such as ChatGPT          |   |                 |  |  |  |  |  |
| Reference Books:  |   |                 |  |  |  |  |  |
| <ol> <li>Office 2019 in Easy Steps, Michael Price, BPB Publications</li> <li>The Ridiculously Simple Guide to Google Apps (G Suite): A Practical Guide to Google<br/>Drive Google Docs, Google Sheets, Google Slides, and Google Forms, Scott La Counte,<br/>SL Editions</li> </ol> |   |                 |  |  |  |  |  |

## List of Open Elective (OE) Courses offered by BOS in Computer Applications to other Disciplines / Faculty

| Sr. | Semeste | Course    | Course Name                              |    | Credits |       |  |
|-----|---------|-----------|--|----|---------|-------|--|
| No. | r       | Code      | Course Name                              | TH | PR      | Total |  |
| 1.  | I       | OE-101-CA | Introduction to Data Science             | 02 | 00      | 02    |  |
| 2.  | II      | OE-151-CA | Data Science Using Spreadsheet Software  | 00 | 02      | 02    |  |
| 3.  | III     | OE-201-CA | Introduction to Artificial Intelligence  | 02 | 00      | 02    |  |
| 4.  | IV      | OE-251-CA | Software Tools for Office Administration | 00 | 02      | 02    |  |

## **List of MINOR Courses offered**

## by BOS in Computer Applications

## to other Disciplines / Faculty

| Sr. | Semeste | Semeste Course | Course Name   |    | Credits |       |  |
|-----|---------|----------------|---|----|---------|-------|--|
| No. | r       | Code           |   |    | PR      | Total |  |
| 1   | III     | CA-241-MN      | Programming with Python   | 02 | 00      | 02    |  |
| 2   | III     | CA-242-MN      | Lab course on Programming with Python                           | 00 | 02      | 02    |  |
| 3   | IV      | CA-291-MN      | Introduction to Artificial Intelligence and<br>Machine Learning | 02 | 00      | 02    |  |
| 4   | IV      | CA-292-MN      | Lab course on Artificial Intelligence and<br>Machine Learning   | 00 | 02      | 02    |  |
| 5   | V       | CA-341-MN      | Introduction to AR-VR   | 02 | 00      | 02    |  |

## Syllabus Of Open Elective Courses offered by BOS (Computer Applications) to other disciplines/ faculties for SEMESTER I and II only

|   |  | Savitribai Phule Pune   | University   |   |  |  |  |  |  |
|---|--|---|--|---|--|--|--|--|--|
| Open Elective offered by BOS in Computer Applications for UG Programs   |  |   |  |   |  |  |  |  |  |
| from Faculties other than Faculty of Science & Technology for SEM I ONLY  |  |   |  |   |  |  |  |  |  |
|   |  |   | Science (2024 Pattern)   |   |  |  |  |  |  |
| Teachin   | g Scheme:  | Credits   |  | on Scheme:  |  |  |  |  |  |
|   | 02 Hrs/Week  | 02  | Continuous Evaluatio   |   |  |  |  |  |  |
| incory.   |  | 02  | End-Semeste  |   |  |  |  |  |  |
| Course  | Objectives   |   | End-Oemeste  | 1. 33 Marks   |  |  |  |  |  |
| <ul> <li>Course Objectives:</li> <li>To understand need of Data Science</li> </ul>  |  |   |  |   |  |  |  |  |  |
| <ul> <li>To Know role of Statistics in Data Science</li> </ul>  |  |   |  |   |  |  |  |  |  |
| <ul> <li>To know Data Science Models and Tasks</li> </ul>   |  |   |  |   |  |  |  |  |  |
| Course Outcomes: At the end of the course, students will be able to   |  |   |  |   |  |  |  |  |  |
|   |  | nce Tasks and Models a  |  |   |  |  |  |  |  |
|   |  |   | •  |   |  |  |  |  |  |
| -   | Apply Prep-processing and visualization Techniques     Course Contents   |   |  |   |  |  |  |  |  |
|   |  | Course conte  |  |   |  |  |  |  |  |
| Unit I  |  | Introduction  |  | 06 Hrs  |  |  |  |  |  |
| What and  | d why Why learn  | Data Science?, Types  | of Data -structured, semi-   | structured.   |  |  |  |  |  |
| unstructu   | • •  | ······································  |  | ,   |  |  |  |  |  |
| Applicatio  | ons of Data Scie   | nce, The Data Science   | Lifecycle, Role of Data Sc   | ientists  |  |  |  |  |  |
| Data sources-Open Data, Social Media Data, Multimodal Data, standard datasets   |  |   |  |   |  |  |  |  |  |
| Unit II   | •  | Statistics for Data S   |  | 06 Hrs  |  |  |  |  |  |
| Data Obi  | ects and Attribut  | tes Attribute Types: No   | minal Binary Ordinal Attr  | ibutes  |  |  |  |  |  |
| Data Objects and Attributes, Attribute Types: Nominal, Binary, Ordinal Attributes,<br>Numeric Attributes, Discrete versus Continuous Attributes, Role of statistics in Data         |  |   |  |   |  |  |  |  |  |
| Science   | Allibules, Disci   |   |  | Sin Data  |  |  |  |  |  |
|   | ve statistics - Me   | asuring the Frequency   | Measuring the Central Te   | endency:  |  |  |  |  |  |
| •   |  |   | 0  | •   |  |  |  |  |  |
|   |  |   | Sion. Range, Standard de   | Mean, Median, and Mode, Measuring the Dispersion: Range, Standard deviation, Variance, Inter quartile Range |  |  |  |  |  |
| Unit III  |  |   |  |   |  |  |  |  |  |
|   |  | Data science Models a   | nd Tasks   | 06 Hrs  |  |  |  |  |  |
| Drodictiv   |  |   |  | 06 Hrs  |  |  |  |  |  |
|   | e and Descriptiv   | e Models, Introduction to   | o Data Science Tasks –   |   |  |  |  |  |  |
| Classifica  | e and Descriptiv<br>ation, Prediction  | e Models, Introduction to   |  |   |  |  |  |  |  |
| Classifica<br>Tasks us  | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R   | e Models, Introduction to<br>, Association, Clustering  | o Data Science Tasks –<br>, Performing simple Data   | Science   |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV   | e and Descriptiv<br>ation, Prediction<br>ing WEKA / R  | e Models, Introduction to<br>, Association, Clustering<br>Data Quality and Pre-p  | o Data Science Tasks –<br>, Performing simple Data<br>rocessing  | Science<br>06 Hrs   |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua   | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R   | e Models, Introduction to<br>, Association, Clustering<br>Data Quality and Pre-p<br>pocess the Data?, Data m  | o Data Science Tasks –<br>, Performing simple Data   | Science<br>06 Hrs   |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea  | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '   | e Models, Introduction to<br>, Association, Clustering<br>Data Quality and Pre-p<br>pocess the Data?, Data m<br>Values, Noisy Data  | o Data Science Tasks –<br>, Performing simple Data<br>rocessing  | Science<br>06 Hrs   |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea<br>Data Tran   | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '<br>nsformation – Re   | e Models, Introduction to<br>, Association, Clustering<br>Data Quality and Pre-p<br>pocess the Data?, Data m<br>Values, Noisy Data<br>escaling, Normalizing,  | o Data Science Tasks –<br>, Performing simple Data<br>rocessing  | Science<br>06 Hrs   |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea<br>Data Tran<br>Data redu  | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '   | e Models, Introduction to<br>, Association, Clustering<br>Data Quality and Pre-p<br>ocess the Data?, Data m<br>Values, Noisy Data<br>escaling, Normalizing,<br>discretization   | o Data Science Tasks –<br>, Performing simple Data<br>rocessing<br>hunging/wrangling operatio  | Science<br>06 Hrs<br>ons  |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea<br>Data Tran<br>Data redu<br>Unit V  | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '<br>nsformation – Ro<br>uction and Data  | e Models, Introduction to<br>, Association, Clustering<br>Data Quality and Pre-p<br>ocess the Data?, Data m<br>Values, Noisy Data<br>escaling, Normalizing,<br>discretization<br>Data Visualizati   | o Data Science Tasks –<br>, Performing simple Data<br>rocessing<br>nunging/wrangling operation   | Science<br>06 Hrs   |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea<br>Data Tran<br>Data redu<br>Unit V<br>Introducti  | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '<br>nsformation – Re<br>uction and Data  | e Models, Introduction to<br>, Association, Clustering<br><b>Data Quality and Pre-p</b><br>ocess the Data?, Data m<br>Values, Noisy Data<br>escaling, Normalizing,<br>discretization<br>Data Visualizati<br>ry Data Analysis (EDA),   | o Data Science Tasks –<br>, Performing simple Data<br>rocessing<br>hunging/wrangling operation<br>on<br>Data visualization,                              | Science<br>06 Hrs<br>ons<br>06 Hrs  |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea<br>Data Clea<br>Data Tran<br>Data redu<br>Unit V<br>Introducti<br>Basic dat  | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '<br>nsformation – Ro<br>uction and Data<br>ion to Explorator<br>ta visualization to                                  | e Models, Introduction to<br>Association, Clustering<br>Data Quality and Pre-p<br>ocess the Data?, Data m<br>Values, Noisy Data<br>escaling, Normalizing,<br>discretization<br>Data Visualizati<br>ry Data Analysis (EDA),<br>ools –Box Plots, Histogr                      | o Data Science Tasks –<br>, Performing simple Data<br>rocessing<br>nunging/wrangling operation   | Science<br>06 Hrs<br>ons<br>06 Hrs  |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea<br>Data Tran<br>Data redu<br>Unit V<br>Introducti<br>Basic dat<br>plots, Lin   | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '<br>nsformation – Re<br>uction and Data<br>ion to Explorator<br>ta visualization to<br>e charts, Area p              | e Models, Introduction to<br>Association, Clustering<br>Data Quality and Pre-p<br>ocess the Data?, Data m<br>Values, Noisy Data<br>escaling, Normalizing,<br>discretization<br>Data Visualizati<br>ry Data Analysis (EDA),<br>ools –Box Plots, Histogr                      | o Data Science Tasks –<br>, Performing simple Data<br>rocessing<br>hunging/wrangling operation<br>on<br>Data visualization,                              | Science<br>06 Hrs<br>ons<br>06 Hrs  |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea<br>Data Clea<br>Data Tran<br>Data redu<br>Unit V<br>Introducti<br>Basic dat<br>plots, Lin<br>Reference                   | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '<br>nsformation – Re<br>uction and Data<br>ion to Explorator<br>ta visualization to<br>e charts, Area p<br>ce Books: | e Models, Introduction to<br>Association, Clustering<br>Data Quality and Pre-p<br>ocess the Data?, Data m<br>Values, Noisy Data<br>escaling, Normalizing,<br>discretization<br>Data Visualizati<br>ry Data Analysis (EDA),<br>ools –Box Plots, Histogr<br>lots, Pie charts  | o Data Science Tasks –<br>, Performing simple Data<br>rocessing<br>nunging/wrangling operation<br>on<br>Data visualization,<br>ams, Bar charts/graphs, S | Science<br>06 Hrs<br>ons<br>06 Hrs<br>Scatter   |  |  |  |  |  |
| Classifica<br>Tasks us<br>Unit IV<br>Data Qua<br>Data Clea<br>Data Clea<br>Data Tran<br>Data redu<br>Unit V<br>Introducti<br>Basic dat<br>plots, Lin<br><b>Reference</b><br>1. Data | e and Descriptiv<br>ation, Prediction,<br>ing WEKA / R<br>ality: Why Prepro<br>aning - Missing '<br>nsformation – Re<br>uction and Data<br>ion to Explorator<br>ta visualization to<br>e charts, Area p<br>ce Books: | e Models, Introduction to<br>Association, Clustering<br>Data Quality and Pre-p<br>Decess the Data?, Data m<br>Values, Noisy Data<br>escaling, Normalizing,<br>discretization<br>Data Visualizati<br>ry Data Analysis (EDA),<br>ools –Box Plots, Histogr<br>lots, Pie charts | o Data Science Tasks –<br>, Performing simple Data<br>rocessing<br>hunging/wrangling operation<br>on<br>Data visualization,                              | Science<br>06 Hrs<br>ons<br>06 Hrs<br>Scatter   |  |  |  |  |  |

- 2. Data Mining Concepts and Techniques, Third Edition, Jiawei Han, Micheline Kamber, Jian Pei, Morgan Kaufmann, 2012.
- 3. A Hands-On Introduction to Data Science, Chirag Shah, University of Washington Cambridge University Press

|   | Sovitriboi Dhulo Du   |   |  |  |  |  |
|---|---|---|--|--|--|--|
| Savitribai Phule Pune University<br>Open Elective offered by BOS in Computer Applications for UG Programs |   |   |  |  |  |  |
| from Faculties other than Faculty of Science & Technology for SEM II ONLY                                 |   |   |  |  |  |  |
| OE-151-CA: Data Science using Spreadsheet Software (2024 Pattern)   |   |   |  |  |  |  |
| Teaching Scheme:  | Credits   | Examination Scheme:                         |  |  |  |  |
| Practical: 04 Hrs/Week  | 02  | Continuous Evaluation: 15 Marks             |  |  |  |  |
|   | 02  | End-Semester : 35 Marks                     |  |  |  |  |
| Course Objectives:  |   |   |  |  |  |  |
| To know spreadsheet concepts  |   |   |  |  |  |  |
| <ul> <li>To learn functions and formulas.</li> </ul>  |   |   |  |  |  |  |
| To understand cha   | <ul> <li>To understand charts and graphics.</li> </ul>  |   |  |  |  |  |
| To be familiar with   | To be familiar with filters and sorting of table data.  |   |  |  |  |  |
| Course Outcomes: After  | successful complet  | ion of this course, learner will be able to |  |  |  |  |
| •   | ons on data using fo  | rmulas.                                     |  |  |  |  |
| Present the data in   | <b>U</b> 1  |   |  |  |  |  |
|   | plying various funct  |   |  |  |  |  |
|   | <b>Buidelines for Instr</b>   |   |  |  |  |  |
|   |   | ents. Instructor's manual consisting of     |  |  |  |  |
| University syllabus, condu  |   | t guidelines is to be developed.            |  |  |  |  |
| The laboratory assignme   | Guidelines for Student Journal<br>The laboratory assignments are to be submitted by student in the form of journal. |   |  |  |  |  |
|   |   | ents, and handwritten write-up for each     |  |  |  |  |
|   |   | blem Statement, software and Hardware       |  |  |  |  |
| requirements, Date of Completion. Program codes with sample output of all performed                       |   |   |  |  |  |  |
|   | assignments are to be submitted as softcopy. Use of DVD containing students   |   |  |  |  |  |
|   |   | ly encouraged. For reference one or two     |  |  |  |  |
| journals may be maintaine   | journals may be maintained with program prints.   |   |  |  |  |  |
| Continuous assassment   | Guidelines for A  | is to be carried out based on overall       |  |  |  |  |
|   |   | assignment, the instructor will assign      |  |  |  |  |
|   |   | nely completion, understanding, neatness    |  |  |  |  |
| etc. with appropriate weightage.  |   |   |  |  |  |  |
|   | List of Assignments   |   |  |  |  |  |
| Assignment 1: To explore interface and basic features of Excel. Make a Start with                         |   |   |  |  |  |  |
| Excel from simple to complex spreadsheet. Creating templates in Excel.                                    |   |   |  |  |  |  |
| Assignment 2: Using Autocomplete and formatting features. Data entry in Excel with                        |   |   |  |  |  |  |
| different data types and formatting. Formatting Cells with Number formats, Font                           |   |   |  |  |  |  |
| formats, Alignment, Borders, etc.   |   |   |  |  |  |  |
| Assignment 3: Printing Workbooks - Setting Up Print Area, Print Titles – Repeat Rows /                    |   |   |  |  |  |  |
| Columns, Designing the structure of a template, Customizing Headers & Footers.                            |   |   |  |  |  |  |
| Assignment 4: Filtering a   | Assignment 4: Filtering and Sorting - Filtering on Text, Numbers & Colours,   |   |  |  |  |  |
| Sorting Options, Sorting a  | nd Filtering Lists.   |   |  |  |  |  |
| Assignment 5: Calculatio  | ns in MS-Excel usin   | g Basic Functions (Sum, Average, Max,       |  |  |  |  |
| Min, Count, etc). Use of Text Functions (Upper, Lower, Proper, Left, Mid, Right, Trim,                    |   |   |  |  |  |  |
| Len, Exact, Concatenate, Find, Substitute). Use of Arithmetic Functions (Sumlf, Sumlfs                    |   |   |  |  |  |  |
| Countlf, Countlfs , Average   | elf, Averagelfs).   |   |  |  |  |  |

Assignment 6: What-If Analysis - Goal Seek, Data Tables, Solver Tool, Scenario Analysis.

Assignment 7: Data Validation- Number, Date & Time Validation, Dynamic Dropdown List Creation using Data Validation – Dependency List, Custom validations based on a formula for a cell, Text and List Validation.

Assignment 8: Generating different types of charts. Using SLICERS, Filter data with Slicers, Various Charts i.e. Bar Charts / Pie Charts / Line Charts, Manage Primary and Secondary Axis.

Assignment 9: Use of conditional functions. Applying IF functions. Conditional formatting in MS-Excel. Use of OFFSET function.

Assignment 10: Recording macros and buttons. Protecting Excel-Excel Security (File Level Protection Workbook, Worksheet Protection).

Assignment 11: Excel Dashboard, Planning a Dashboard, Adding Dynamic Contents to Dashboard, Adding Tables and Charts to Dashboard.

Assignment 12: Use of Lookup functions. (Vlookup / HLookup), Creating Smooth User Interface Using Lookup, Reverse Lookup using Choose Function.

Assignment 13: Creating Simple Pivot Tables, Classic Pivot table, Basic and Advanced Value Field Setting, Calculated Field & Calculated Items, Grouping based on numbers and Dates.

Assignment 14: Arrays Functions - What are the Array Formulas, Use of the Array Formulas? Array with if, len, and mid functions formulas, Basic Examples of Arrays (Advanced Use of formulas with Array, Array with Lookup functions).

Reference Books

- 1. Beginning Excel 2019, Authors: Noreen Brown, Barbara Lave, Julie Romey, Open Oregon Educational Resources
- 2. Excel Step by Step (Office 2021 and Microsoft 365) Published with the authorization of Microsoft Corporation by: Pearson Education, Inc.
- 3. Excel Bible: The Comprehensive Tutorial Resource
- 4. Excel: Quick Start Guide from Beginner to Expert (Excel, Microsoft Office)
- 5. Building Financial Models with Excel: A Guide for Business Professionals, (MISL-WILEY)
- 6. Predictive Analytics: Excel
- 7. Excel from Scratch: Excel course with demos and exercises

#### E-Resources:

- 1. https://www.udemy.com/course/microsoft-excel-2013-frombeginner-to-advanced-and-beyond/
- 2. https://edu.gcfglobal.org/en/excel/
- 3. https://support.microsoft.com/en-us/excel
- 4. https://www.coursera.org/projects/introduction-microsoft-excel
- 5. https://www.coursera.org/learn/microsoft-excel-work-smarter
- 6. https://www.udemy.com/course/excel-for-analysts/