

Syllabi Scheme

Session 2026-27 onwards

BCA-I (Semester-I)									
r. o.	Code	Course Type	Title of Paper	L+T	P	External Marks	Internal Marks	Max. Marks	Credits
1	BCA126101-T	MAJOR	Programming Fundamental using C	3+0	0	70	30	100	3
2	BCA126102-T	MAJOR	Computer Fundamentals	4+0	0	70	30	100	4
	BCA126103-P	MAJOR LAB	Software Lab-I (Programming Fundamental using C)	0	4	35	15	50	1
4	BCA126104-T	PBI COMP	Punjabi (Compulsory)-I	4	0	70	30	100	4
			Punjabi Compulsory-II (Mudla Gyan)						
5	BCA126105-T	AEC	General English-I	2+0	0	35	15	50	2
6	BVAC11T	VAC	Environmental and Road Safety Awareness	2+0	0	35	15	50	2
7	BCA126106-T	MDE	Foundation Course on Indian Knowledge System-I	3+0	0	70	30	100	3
8	BCA126107-T	SEC	Using MS-Office with Co-Pilot	1+0	4	70	30	100	4
9			Entrepreneurship Mindset-I	0	4	0	100	100	2
Total						455	295	750	25

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Syllabi Scheme

Session 2026-27 onwards

BCA-I (Semester-II)									
Sr. No.	Code	Course Type	Title of Paper	L+T	P	External Marks	Internal Marks	Max. Marks	Credits
1	BCA126201-T	MAJOR	Object Oriented Programming using C++	3+0	0	70	30	100	3
2	BCA126202-T	MAJOR	Computer Networks	4+0	0	70	30	100	4
3	BCA126203-T	MAJOR	E-Commerce and Digital Marketing	4	0	70	30	100	4
4	BCA126204-P	MAJOR LAB	Software Lab-II (Object Oriented Programming using C++)	0	4	35	15	50	1
5	BCA126205-T	PBI COMP	Punjabi (Compulsory)-I	4	0	70	30	100	4
			Punjabi Compulsory-II (Mudla Gyan)						
5	BCA126206-T	AEC	General English-II	2+0	0	35	15	50	2
6	BVAC21T	VAC	Drug Abuse: Problem, Management & Preventions	2+0	0	35	15	50	2
7	BCA126207-T	SEC	Effective Presentation Skills	1	4	70	30	100	4
9			Entrepreneurship Mindset-II	0	4	0	100	100	2
Total						490	310	800	26

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BCA SEMESTER-I

(SESSION:2026-27)

BCA126101T: MAJOR: PROGRAMMING FUNDAMENTALS USING C

Total Marks: 100
External Examination: 70
Internal Assessment: 30
Credits: 4

Maximum Time: 3 Hours
Minimum Pass Marks: 35%
Lectures to be delivered: 55-60Hours
L: 4 T: 0 P: 0

Instructions for Paper-Setter:

The question paper will consist of three sections: A, B, and C. Sections A and B will each contain four questions based on their respective sections of the syllabus and will carry 30% of the total marks each. Section C will comprise 6 to 12 short answer-type questions, covering the entire syllabus uniformly, and will carry the remaining 40% of the total marks.

Instructions for candidates:

Candidates are required to attempt any two questions from each of Sections A and B, and all questions from Section C.

Course Outcomes (COs)

By the end of this course, students will be able to:

- **Understand the Programming Process:** Define problems, develop algorithms, create flowcharts, write C code, compile, and debug programs effectively.
- **Demonstrate Knowledge of C Basics:** Explain the history of C, identify its basic structure, and utilize character sets, identifiers, keywords, constants, variables, and data types.
- **Apply Operators and Expressions:** Use arithmetic, unary, logical, relational, assignment, and conditional operators while understanding operator precedence and type conversion.
- **Implement Control Statements:** Develop programs using branching (if, if-else, switch), looping (for, while, do-while), and jump statements (break, continue, goto).

SECTION A

Programming Process: Problem definition, Algorithm development, Flowchart, Coding, Compilation and debugging.

Basic structure of C program: History of C, Structure of a C program, Character set, Identifiers and keywords, constants, variables, data types.

Operators and expressions: Arithmetic, Unary, Logical, Relational operators, assignment operators, Conditional operators, Hierarchy of operations type conversion.

Control statements: Branching statements (if, if else, switch), loop statements (for, while and do-while), jump statements (break, continue, go to), nested control structures.

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SECTION B

Functions: Library functions and user defined functions, prototype, definition and call, formal and actual arguments, local and global variables, methods of parameter passing to functions, recursion.

I/O functions: Formatted & unformatted console I/O functions

Arrays: – One dimensional and Two dimensional arrays, Declaration, Initialization, Reading values into an array, displaying array contents.

Strings: Input/output of strings, string handling functions (strlen, strcpy, strcmp, strcat&strrev)

Pointers: Pointer data type, pointer declaration, initialization.

Text / Reference Books:

1. E. Balagurusamy, Programming in C, Tata McGraw-Hill.
2. Kernighan and Ritchie, The C Programming Language, PHI.
3. Byron Gotfried, Programming in C.
4. Kamathane, Programming in C, Oxford University Press.
5. 'ਸੀ' ਭਾਸ਼ਾ ਵਿਚ ਪ੍ਰੋਗਰਾਮਿੰਗ, Madaan publishing House, Patiala.

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BCA126103P:-MAJOR LAB -1: SOFTWARE LAB – I (Programming Fundamental using C)

Total Marks: 50

External Examination: 35

Internal Assessment: 15

Credits: 2

Maximum Time: 3 Hours

Minimum Pass Marks: 35%

Lectures to be delivered: 55-60 Hours

L:0 T:0 P: 4

This laboratory course will comprise exercises to supplement what is learnt under paper **BCA126103P:MAJOR LAB -1: SOFTWARE LAB – I (Programming Fundamental using C)**. Students are required to develop the various programs to understand the concepts and a practical file with internal documentation. :

The breakup of marks for the practical will be as under

i	Internal Assessment	30% Marks
ii	Viva Voce (External Evaluation)	30% Marks
iii	Lab Record, Program Development and Execution (External Evaluation)	30% Marks
iv	Attendance	10% Marks



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BCA SEMESTER-I

(SESSION:2025-26)

BCA126102T: MAJOR: COMPUTER FUNDAMENTALS

Total Marks: 100

External Examination: 70

Internal Assessment: 30

Credits: 04

Maximum Time: 3 Hours

Minimum Pass Marks: 35%

Lectures to be delivered: 55-60 Hours

L:4 T:0 P:0

Instructions for Paper-Setter:

The question paper will consist of three sections: A, B, and C. Sections A and B will each contain four questions based on their respective sections of the syllabus and will carry 30% of the total marks each. Section C will comprise 6 to 12 short answer-type questions, covering the entire syllabus uniformly, and will carry the remaining 40% of the total marks.

Instructions for candidates

Candidates are required to attempt any two questions from each of Sections A and B, and all questions from Section C.

Course Outcomes (COs)

- **Understand Computer Fundamentals:** Explain the block diagram of a computer, characteristics of computers, and different generations of computers.
- **Classify Computer Categories:** Differentiate between various types of computers such as supercomputers, mainframes, network servers, workstations, desktops, notebooks, tablets, handheld PCs, and smartphones.
- **Identify Input and Output Devices:** Describe the functionalities of input devices (e.g., keyboard, mouse, touch screen, OCR) and output devices (e.g., monitors, printers, plotters).
- **Comprehend Memory and Storage Devices:** Explain memory hierarchy, types of primary memory (RAM, ROM, Cache), and secondary storage devices (HDD, CD, DVD, Flash memory).
- **Distinguish Software Types:** Differentiate between system software, application software, and firmware, including operating systems, language translators, and utility programs.

SECTION A

Computer Fundamentals: Block diagram of a computer, characteristics of computers and generations of computers. Categories of Computers - Supercomputer, mainframe computer, network server, Workstation, desktop computers.

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Input Devices: Keyboard, Mouse, Joy tick, Track Ball, Touch Screen, Light Pen, Digitizer, Scanners, Speech Recognition Devices, Optical Recognition devices – OMR, OBR, OCR

Output Devices: Monitors, Impact Printers - Dot matrix, Character and Line printer, Non-Impact Printers – DeskJet and Laser printers, Plotter

Memories: Memory Hierarchy, Primary Memory – RAM, ROM, Cache memory. Secondary Storage Devices - Hard Disk, Compact Disk, DVD, Flash memory.

Software: Types of Software- System Software, Application Software, Firmware. Type of System Software: Operating Systems, Language Translators, Utility Programs, Communications Software.

Commonly Used Application Software: Word Processor, Spreadsheet, Database, Education, Entertainment Software.

SECTION B

Computer Languages: Machine language, assembly language, high level language, 4GL.

Computer Network: Network types, network topologies.

Internet Related Concepts: Internet, World Wide Web, Hypertext, Uniform Resource Locator, Web Browsers, IP Address, Domain Name, Internet Services Providers, Internet Security, Web Search Engine, Net Surfing.

Introduction to Digital Electronic: Analog vs Digital Signals

Number Systems: Binary, Decimal, Octal, Hexadecimal, Conversions between systems

Logic Gates: AND, OR, NOT NAND, NOR XOR, XNOR Truth Tables and Logic Symbol Representation

Counters / Registers: Asynchronous and Synchronous Counters, Up, Down, and Up-Down Counters, Shift Registers, Serial-in/Serial-out, Serial-in/Parallel-out.

Text/Reference Books:

1. Peter Nortorn, Introduction to Computers, Seventh Edition
2. V. Rajaraman, Fundamentals of Computers, PHI.
3. Larry E. Long and Nancy Long, Computers: Information Technology in Perspective, PHI.
4. N. Subramanian, Introduction to Computers, Tata McGraw-Hill.
5. D.H. Sanders, Computers Today, McGraw- Hill.
6. ਸੁਚਨਾ ਤਕਨਾਲੋਜੀ ਦੇ ਤੱਤ, Madaan Publishing House, Patiala.

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CONTINUOUS ASSESSMENT (THEORY PAPERS)

1. Two tests will be conducted during the semester : 60% of the total marks allotted for continuous assessment.

Both the tests will be counted for assessment.

2. Assignment/Quizzes : 20% of the total marks allotted for continuous assessment.
3. Attendance : 10% of the total marks allotted for continuous assessment.
4. Class Participation and behavior : 10% of the total marks allotted for continuous assessment.

CONTINUOUS ASSESSMENT (PRACTICAL PAPERS)

1. Two tests will be conducted during the semester : 60% of the total marks allotted for continuous assessment

Both the tests will be counted for assessment.

2. Lab Assignments : 20% of the total marks allotted for continuous assessment.
3. Attendance : 10% of the total marks allotted for continuous assessment.
4. Practical File : 10% of the total marks allotted for continuous assessment.

NOTE: The Chairman of the Committee reserves the discretion to modify the syllabus, subject to changing circumstances or emerging needs.



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Asian Educational Institute
(An Autonomous College)
ਪੇਪਰ - ਪੰਜਾਬੀ ਲਾਜ਼ਮੀ

PAPER: PUNJABI COMPULSORY
ਬੀ.ਸੀ.ਏ. ਭਾਗ-ਪਹਿਲਾ, ਸਮੇਸਟਰ ਪਹਿਲਾ

ਵਿਸ਼ਾ ਕੋਡ

ACADEMIC SESSION 2026-27.2027-28

ਕੁਲ ਅੰਕ 100
ਅੰਦਰੂਨੀ ਮੁਲਾਂਕਣ 30
ਬਾਹਰੀ ਪ੍ਰੀਖਿਆ 70 ਅੰਕ
ਸਮਾਂ: 3 ਘੰਟੇ

ਵਿਸ਼ੇ ਵਿੱਚ ਪਾਸ ਹੋਣ ਲਈ ਅੰਕ 35%
ਅੰਕ ਅਧਿਆਪਨ 06 ਪੀਰੀਅਡ ਪ੍ਰਤੀ ਹਫ਼ਤਾ
ਕੁਲ 04 ਕੈਡਿਟ

ਪਾਠਕ੍ਰਮ ਅਤੇ ਪਾਠ ਪੁਸਤਕਾਂ

ਭਾਗ - ਓ

ਭਾਗ - ਓ 1 ਬੰਤਖ ਦੇ ਖੰਡੇ ਜਿਹੇ ਸਰੋਦ ਦਿਨ (ਨਾਵਲਿਟ) - ਪ੍ਰਗਟ ਸਿੰਘ ਮਿੱਥੂ

12+12=ਅੰਕ

ਭਾਗ - ਅ

ਭਾਗ - ਅ 1. ਨਿਬੰਧ ਰਚਨਾ: ਮਨੁੱਖੀ ਜੀਵਨ ਵਿੱਚ ਕੰਪਿਊਟਰ, ਤਕਨਾਲੋਜੀ, ਵਪਾਰਕ ਪ੍ਰਬੰਧ ਅਤੇ ਸਰਗਰਮੀ ਦੇ ਮਹੱਤਵ ਅਤੇ ਭੂਮਿਕਾ ਬਾਰੇ ਨਾਲ ਸਬੰਧਤ ਨਿਬੰਧ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।

12 ਅੰਕ

ਭਾਗ ਅ 2 ਕੰਪਿਊਟਰ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ:

ਓ) ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈਟ ਨਾਲ ਸਬੰਧਤ ਤਕਨੀਕੀ ਸ਼ਬਦਾਵਲੀ (100 ਸ਼ਬਦ): ਅੰਗਰੇਜ਼ੀ ਸ਼ਬਦਾਂ ਦਾ ਪੰਜਾਬੀ ਅਨੁਵਾਦ ਅਤੇ ਵਾਕਾਂ ਵਿੱਚ ਵਰਤੋਂ। 06 ਅੰਕ

ਅ) ਪੰਜਾਬੀ ਵਿੱਚ ਕੰਪਿਊਟਰ ਦੀ ਵਰਤੋਂ ਦੀਆਂ ਸਮੱਸਿਆਵਾਂ ਅਤੇ ਸੰਭਾਵਨਾਵਾਂ: ਗੁਰਮੁਖੀ ਕੀ-ਬੋਰਡ, ਫੋਨੇਟਿਕ, ਰਮਿਗਟਨ, ਇਨਸਕ੍ਰਿਪਟ, ਪੰਜਾਬੀ ਔਖਰਕਾਰੀ ਦੀ ਇਕਸਾਰਤਾ ਅਤੇ ਫੱਟ ਕਨਵਰਟਰ ਦੀਆਂ ਸਮੱਸਿਆਵਾਂ, ਯੂਨੀਕੋਡ ਫੱਟ ਪ੍ਰਣਾਲੀ, ਅੱਖਰ ਸੋਫਟਵੇਅਰ ਦਾ ਸਰੂਪ ਦੀ ਵਰਤੋਂ

06 ਅੰਕ

ਭਾਗ - ਏ

ਪਾਠਕ੍ਰਮ ਦੇ ਭਾਗ ਓ ਅਤੇ ਭਾਗ ਅ ਵਿੱਚੋਂ 11 ਸੰਖੇਪ ਉੱਤਰਾਂ ਵਾਲੇ ਪ੍ਰਸ਼ਨ।

22 ਅੰਕ

ਅੰਕ ਵੰਡ ਅਤੇ ਪੇਪਰ ਸੀਟਿੰਗ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਾਠਕ੍ਰਮ ਦੇ ਦੋ ਭਾਗ ਓ ਅਤੇ ਅ ਹਨ ਪਰ ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਨੂੰ ਤਿੰਨ ਭਾਗਾਂ ਓ, ਅ ਅਤੇ ਏ ਵਿੱਚ ਵੰਡਿਆ ਜਾਵੇਗਾ।

2. ਭਾਗ ਓ ਵਿੱਚੋਂ (i) ਨਾਵਲਿਟ ਦਾ ਵਿਸ਼ਾ/ਸਾਰ ਜਾਂ ਨਾਵਲਿਟ ਬਾਰੇ ਪਾਠਕੀ ਪ੍ਰਸ਼ਾ (ਤਿੰਨ ਵਿੱਚੋਂ ਇਕ)

12 ਅੰਕ

(ii) ਨਾਵਲਿਟ ਦੇ ਪਾਤਰਾਂ ਨਾਲ ਜਾਣ-ਪਛਾਣ (ਚਾਰ ਵਿੱਚੋਂ ਦੋ)

2x6 = 12

3. ਭਾਗ ਅ-1 ਨਿਬੰਧ ਰਚਨਾ ਵਿੱਚ ਤਿੰਨ ਵਿਸ਼ੇ ਦੇ ਕੇ ਕਿਸੇ ਇਕ ਵਿਸ਼ੇ 'ਤੇ ਨਿਬੰਧ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।

12 ਅੰਕ

4. ਭਾਗ ਅ-2 (i) ਵਿੱਚੋਂ ਅੰਗਰੇਜ਼ੀ ਦੇ 10 ਸ਼ਬਦ ਦੇ ਕੇ ਉਨ੍ਹਾਂ ਵਿੱਚੋਂ 6 ਸ਼ਬਦਾਂ ਦਾ ਪੰਜਾਬੀ ਅਨੁਵਾਦ ਕਰਕੇ ਉਨ੍ਹਾਂ ਦੀ ਵਾਕਾਂ ਵਿੱਚ ਵਰਤੋਂ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।

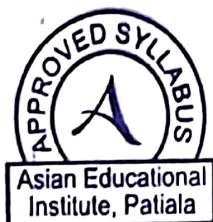
2x6 = 12

5. ਭਾਗ ਅ-2 (ii) ਵਿੱਚੋਂ ਦੋ ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ ਅਤੇ ਵਿਦਿਆਰਥੀ ਨੇ ਦੋਵਾਂ ਵਿੱਚੋਂ ਇਕ ਪ੍ਰਸ਼ਨ ਕਰਨਾ ਹੋਵੇਗਾ।

6. ਭਾਗ-ਏ ਭਾਗ ਓ ਅਤੇ ਅ ਵਿੱਚੋਂ ਸੰਖੇਪ ਉੱਤਰਾਂ ਵਾਲੇ 11 (ਨਾਵਲ ਵਿੱਚੋਂ 6 ਤੇ ਕੰਪਿਊਟਰ ਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਵਿੱਚੋਂ 5) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਵਿਦਿਆਰਥੀ ਸਭ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਸੰਖੇਪ ਉੱਤਰ ਦੇਵੇਗਾ। ਹਰੇਕ ਪ੍ਰਸ਼ਨ ਦੇ 2 ਅੰਕ ਹੋਣਗੇ।

11x2 = 22

ਨਿਦ: ਅੰਦਰੂਨੀ ਮੁਲਾਂਕਣ ਦੇ ਅੰਕਾਂ ਵਿੱਚੋਂ ਅਸਾਧਾਰਣਤਾ ਦੇ ਕਾਰਜ ਲਈ ਪੰਜਾਬੀ ਵਿੱਚ ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈਟ ਨਾਲ



Yashwinder Singh

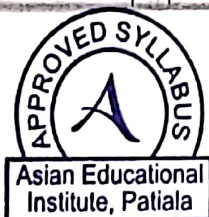


ਸਬੰਧਿਤ ਅਖਬਾਰੀ ਲੇਖਾਂ, ਮਿਡਲਾਂ ਅਤੇ ਬਲੋਗ-ਰਚਨਾਵਾਂ ਦੀ 20-25 ਪੰਨਿਆਂ ਦੀ ਸਕਰੀਪ ਬੁੱਕ ਤਿਆਰ ਕਰਵਾਈ ਜਾਵੇਗੀ।

ਉਸ ਦੇ ਆਧਾਰ 'ਤੇ ਅਸਾਈਨਮੈਂਟ ਦੇ ਅੰਕ ਲਗਾਏ ਜਾਣਗੇ। ਮੌਲਿਕ ਲੇਖਣੀ ਨੂੰ ਤਰਜੀਹ ਦਿੱਤੀ ਜਾਵੇ।

ਕੰਪਿਊਟਰ ਤੇ ਇੰਟਰਨੈੱਟ ਨਾਲ ਸਬੰਧਿਤ ਤਕਨੀਕੀ ਸ਼ਬਦਾਵਲੀ:

Abort (ਐਬੋਰਟ)	ਵਿਫਲ ਹੋਣਾ	23.	Auto booting (ਆਟੋ ਬੂਟਿੰਗ)	ਸਵੈ-ਉਥਾਨਤਾ
Access (ਐਕਸੈਸ)	ਰਸਾਈ, ਪਹੁੰਚ	24.	Automatic error correction (ਆਟੋਮੈਟਿਕ ਐਰਰ ਕਰੈਕਸ਼ਨ)	ਸਵੈ ਤਰੁੱਟੀ ਸੋਧ
Accuracy (ਐਕੂਰੇਸੀ)	ਸ਼ੁੱਧਤਾ	25.	ASCII (ਆਸਕੀ)	ਆਸਕੀ
Account (ਅਕਾਊਂਟ)	ਖਾਤਾ	26.	Ariel (ਏਰੀਅਲ)	ਏਰੀਅਲ
Activation (ਐਕਟੀਵੇਸ਼ਨ)	ਕ੍ਰਿਆਸ਼ੀਲ	27.	Audio (ਆਡੀਓ)	ਆਵਾਜ਼
Add file (ਐਡ ਫਾਈਲ)	ਮਿਸਲ ਜੋੜੋ	28.	Auto correct (ਆਟੋ ਕਰੈਕਟ)	ਸਵੈ-ਸੋਧ
Address (ਐਡਰੈਸ)	ਸਿਰਨਾਵਾਂ	29.	Background (ਬੈਕਗਰਾਊਂਡ)	ਪਿਛੋਕੜ/ਪਿਠਵਰਤੀ
Administrator (ਅਡਮਿਨਿਸਟਰੇਟਰ)	ਪ੍ਰਸ਼ਾਸਕ	30.	Background job (ਬੈਕਗਰਾਊਂਡ ਜਾਬ)	ਪਿਠਵਰਤੀ ਕਾਰਜ
Alphanumeric (ਅਲਫਾਨਿਊਮੈਰਿਕ)	ਅੱਖਰ-ਅੰਕੀ	31.	Backup (ਬੈਕਅੱਪ)	ਉਤਾਰਾ ਸੰਭਾਲ/ਨਕਲ ਸੰਭਾਲ
Alphabetic code (ਅਲਫਾਬੈਟਿਕਕੋਡ)	ਅੱਖਰੀ ਸੰਕੇਤ	32.	Bar (ਬਾਰ)	ਪੱਟੀ
Alignment (ਅਲਾਈਨਮੈਂਟ)	ਸੋਧਬੰਦੀ, ਕਤਾਰਬੰਦੀ	33.	Battery (ਬੈਟਰੀ)	ਊਰਜਾ ਯੰਤਰ
Altering (ਅਲਟਰਿੰਗ)	ਪਰਿਵਰਤਨ ਕਰਨਾ	34.	Bandwidth (ਬੈਂਡਵਿਡਥ)	ਬੈਂਡ ਚੌੜਾਈ
Analogue (ਐਨਾਲੋਗ)	ਅਨੁਰੂਪ	35.	Bar code (ਬਾਰ ਕੋਡ)	ਰੇਖਿਕੀ ਸੰਕੇਤ
Analogue programming (ਐਨਾਲੋਗ ਪ੍ਰੋਗਰਾਮਿੰਗ)	ਅਨੁਰੂਪ ਕ੍ਰਮ-ਆਦੇਸ਼	36.	Binary (ਬਾਇਨਰੀ)	ਦੋ-ਆਧਾਰੀ
Analogue system (ਐਨਾਲੋਗ ਸਿਸਟਮ)	ਅਨੁਰੂਪ ਤੰਤਰ	37.	Binary code (ਬਾਇਨਰੀ ਕੋਡ)	ਦੋ-ਆਧਾਰੀ ਸੰਕੇਤ
Animation (ਐਨੀਮੇਸ਼ਨ)	ਜੀਵੰਤ-ਚਿਤਰ	38.	Binary digit (ਬਾਇਨਰੀ ਡਿਜ਼ਿਟ)	ਦੋ-ਆਧਾਰੀ ਅੰਕ
Anti-virus (ਐਂਟੀ ਵਾਇਰਸ)	ਬਿਗਲ-ਵਿਥੇਧੀ, ਬਿਗਲ-ਚੋਸਕ, ਵਾਇਰਸ-ਚੋਸਕ	39.	Binary number (ਬਾਇਨਰੀ ਨੰਬਰ)	ਦੋ-ਆਧਾਰੀ ਸੰਖਿਆ
Application (ਐਪਲੀਕੇਸ਼ਨ)	ਅਮਲਕਾਰੀ	40.	Block (ਬਲਾਕ)	ਅੜ ਜਾਣਾ, ਫਸ ਜਾਣਾ
Attachment (ਅਟੈਚਮੈਂਟ)	ਲੱਖੀ	41.	Blog (ਬਲਾਗ)	ਚਿੱਠਾ
Thematic instruction (ਥੀਮੈਟਿਕ ਇੰਸਟਰਕਸ਼ਨ)	ਅੰਕਗਿਣਤਕ ਆਦੇਸ਼	42.	Bluetooth (ਬਲੂਟੂਥ)	ਲਘੂ ਪ੍ਰਦਾਨੀ, ਆਟੋ-ਦੂਰੀ-ਤਬਾਦਲਾ-ਤਕਨੀਕ
Global Intelligence (ਗਲੋਬਲ ਇੰਟੈਲੀਜੈਂਸ)	ਹੀਰ-ਬੁਦਬੁਝੀ ਸ਼ੁੱਧੀ	43.	Bold (ਬੋਲਡ)	ਗੂੜਾ
Global language (ਗਲੋਬਲ ਲੈਂਗੂਏਜ)	ਹੀਰ-ਬੁਦਬੁਝੀ ਸ਼ੁੱਧੀ ਜਾਂ ਮਸ਼ੀਨੀ ਸ਼ੁੱਧੀ	44.	Book marks (ਬੁੱਕ ਮਾਰਕਸ)	ਪੰਨਾ ਚਿੰਨ੍ਹ/ਪਹੁੰਚ ਚਿੰਨ੍ਹ



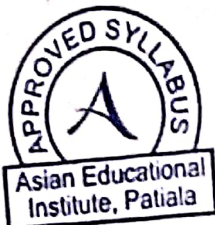
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Browser (ਬਰਾਊਜ਼ਰ)	ਸਲ-ਯੋਜਕ, ਸਲ-ਕਾਗੂ	68.	Comment (ਕਮੇਂਟ)	ਟਿੱਪਣੀ
Bug (ਬੱਗ)	ਦੋਸ਼, ਨੁਕਸ	69.	Codes (ਕੋਡਸ)	ਸੰਕੇਤ, ਸੰਕੇਤਾਵਲੀ
Browser (ਬਰਾਊਜ਼ਰ)	ਬਾਈਟ	70.	Column (ਕਾਲਮ)	ਸਮੂਹ
Bulleting (ਬੁਲੇਟਿੰਗ)	ਲੇਲਾਕਾਰੀ	71.	Command (ਕਮਾਂਡ)	ਹੁਕਮ
Cafe (ਕੈਫੇ)	ਸੂਚਨਾ ਚਾਬਾ, ਤਕਨੀਕੀ ਚਾਬਾ	72.	Comment (ਕਮੇਂਟ)	ਟਿੱਪਣੀ
Cell (ਕਲ)	ਸੈੱਲ	73.	Computer (ਕੰਪਿਊਟਰ)	ਗਣਕ-ਯੰਤਰ
Camera (ਕੈਮੇਰਾ)	ਚਿੱਤਰਕਲਾ ਯੰਤਰ	74.	Communication Link (ਕਮਿਊਨਿਕੇਸ਼ਨ ਲਿੰਕ)	ਸੰਚਾਰ ਗਤੀ
Career signal (ਕੈਰੀਅਰ ਸਿਗਨਲ)	ਵਾਹਕ ਸੰਕੇਤ	75.	Connection (ਕਨੈਕਸ਼ਨ)	ਮੇਲ
Catalogue (ਕੈਟਲਾਗ)	ਕਰਮ ਅਦੇਸ਼ ਸੂਚੀ	76.	Contacts (ਕਾਨਟੈਕਟਸ)	ਸਬੰਧ, ਸੰਪਰਕ
Channel (ਚੈਨਲ)	ਚੈਨਲ	77.	Contact Analysis (ਕਾਨਟੈਕਟ ਐਨਾਲਾਈਸਿਸ)	ਅੰਤਰ ਵਸਤੂ ਵਿਸ਼ਲੇਸ਼ਣ
Control processing unit (ਕੰਟਰੋਲ ਪ੍ਰੋਸੈਸਿੰਗ ਯੂਨਿਟ)	ਕੰਟਰੋਲ ਅਮਲਕਾਰੀ ਇਕਾਈ	78.	Control Unit (ਕੰਟਰੋਲ ਯੂਨਿਟ)	ਨਿਯੰਤਰਕ ਇਕਾਈ
Charge (ਚਾਰਜ)	ਊਰਜਾਊਣਾ	79.	Converter (ਕਨਵਰਟਰ)	ਤਬਾਦਲਾਕਾਰ, ਪਲਟਾਊ-ਯੰਤਰ
Charger (ਚਾਰਜਰ)	ਊਰਜਾਊ ਯੰਤਰ	80.	Copy (ਕਾਪੀ)	ਉਤਾਰਾ
Chatting (ਚੈਟਿੰਗ)	ਨਬਦੀ ਚਰਚਾ	81.	Corpus (ਕਾਰਪਸ)	ਸੰਗ੍ਰਹਿਣ
Check Box (ਚੈਕ ਬਕਸ)	ਟੀਕਾ ਬਕਸ	82.	Cut (ਕੱਟ)	ਹਟਾਊਣਾ
Check point (ਚੈਕ ਪੋਇੰਟ)	ਜਾਂਚ-ਬਿੰਦੂ	83.	Cut paste (ਕੱਟ ਪੇਸਟ)	ਚੱਕ-ਚਮੇੜ, ਹਟਾ-ਰੱਖ
Chip (ਚਿੱਪ)	ਚਿੱਪ, ਪੱਚਰ	84.	Drag and Drop (ਡਰਾਗ ਐਂਡ ਡਰਾਪ)	ਖਿੱਚੋ-ਭੇ-ਰੱਖੋ
Chip Career (ਚਿੱਪ ਕੈਰੀਅਰ)	ਚਿੱਪ ਵਾਹਕ	85.	Data (ਡਾਟਾ)	ਅੰਕੜਾ
Click (ਕਲਿਕ)	ਨੱਪਣਾ, ਦੰਬਣਾ	86.	Data Pack (ਡਾਟਾ ਪੈਕ)	ਅੰਕੜਾ ਗੁੰਟ
Cluster (ਕਲਸਟਰ)	ਗੁੰਠ	87.	Data Base (ਡਾਟਾ ਬੇਸ)	ਅੰਕੜਾ ਸਾਲਾ
Cluster Analysis (ਕਲਸਟਰ ਐਨਾਲਾਈਸਿਸ)	ਗੁੰਠ ਵਿਸ਼ਲੇਸ਼ਣ	88.	Delete (ਡੀਲੀਟ)	ਹਟਾਊਣਾ
Combination (ਕੰਬੀਨੇਸ਼ਨ)	ਸੰਯੋਜਨ	89.	Design (ਡਿਜ਼ਾਈਨ)	ਰੂਪ-ਰੇਖਾ
Command (ਕਮਾਂਡ)	ਅਦੇਸ਼	90.	Display Unit (ਡਿਸਪਲੇਅ ਯੂਨਿਟ)	ਪ੍ਰਦਰਸ਼ਨ ਇਕਾਈ

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Disk (ਡਿਸਕ)	ਤਵਾ	99.	Electrical (ਇਲੈਕਟ੍ਰੀਕਲ)	ਬਿਜਲਈ
Disk Drive (ਡਿਸਕ ਡਰਾਈਵ)	ਤਵਾ-ਚਾਲਕ	100	Electronic (ਇਲੈਕਟ੍ਰੋਨਿਕ)	ਬਿਜਲਾਣਵੀ
Document (ਡਾਕੂਮੈਂਟ)	ਦਸਤਾਵੇਜ਼	101	E-mail (ਈਮੇਲ)	ਬਿਜਲ-ਡਾਕ
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ASIAN EDUCATIONAL INSTITUTE PATIALA
 (An Autonomous College)
FOR SESSION-2026-27
 Subject Code :BCA101T
B.C.A Part—I (Semester I)
General English - I

Total Marks:50
 Credits: 02
 Pass Marks 35%.

Duration 1.5 Hours
 Written Examination: 35Marks
 Internal Assessment:15 marks

Course Outcomes

After completing this course, students will be able to:

1. Write clear paragraphs, stories, and informal letters.
2. Use basic English vocabulary correctly in speech and writing.
3. Communicate effectively in everyday situations.
4. Understand and apply grammar rules from the prescribed units.
5. Improve reading, writing, listening, and speaking skills.

COURSE CONTENT

(UNIT I)

A) Composition and Writing Skills, Orient Black-swan, 2016,

1. Section One: Composition and writing skills
 Paragraph Writing
 Developing a story
 Letter writing (Personal (or Informal))
2. Section Two: Vocabulary
 Basic Vocabulary- List A (Pages 149-152)

(UNIT II)

B) The following texts are prescribed:

Interchange, 5th Edition (with digital pagevol 1. Cambridge University Press 2021
 (Units 1 -8):

- a. Unit-1 Where are you from?
- b. Unit-2 What do you do?
- c. Unit- -3 How much are these'?
- d. Unit-4 Doyou play the guitar'?
- e. Unit-5 What an interesting family

C) English Grammar In Use, 5th Edition by Raymond Murphy, Cambridge
 University Press, 2019,

The following units are to be studied:

Unit 69-81 and appendices 1 to 4. Additional exercises from the book that are
 relevant to the prescribed Units.

TESTING UNIT-I

1. There will be one lengthy question with internal choice on paragraph writing or developing a story based on themes like introducing oneself/someone, describing daily schedules, making



invitations and excuses, talking about abilities and describing past experiences etc. The answer should be in about 350-400 words. (6 marks)

2. This question will carry an internal alternative and will be based on Personal (or Informal) letter Writing. (6 Marks)

UNIT-II

3. This question will carry six incomplete sentences to be set from prescribed units of English Grammar in Use. The students will complete the given sentences. Each shall carry one mark. (6 marks)

4. This question will pertain to answering questions based on a Unseen passage. Each question shall carry one mark. (6 marks)

UNIT-III

5. Read the situation and complete the conversation. The conversation will carry six incomplete sentences that can be set from one of the prescribed texts. (6 marks)

6. students will use given five words to make sentences that shall be set from the Basic Vocabulary-List A from Composition and Writing Skills. Each sentence shall carry 1 mark. (5 marks)



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Semester-I
(2026 - 2027)
Environment and Road Safety
Subject Code: BEVS101
(VAC)

Max. Marks: 50

External Marks: 35

Internal Marks: 15

Credits: 02

Total hours: 25-30 hrs.

Pass Marks: 35%

Instructions for Paper Setter:

The end-semester examination will be of 35 marks and of 1.5 hours duration. The question paper will consist of three sections, namely Section A, B and C. Section A and B will have four questions each from the respective sections of syllabus. Each question will carry 06 marks and may be segregated into sub-parts. Section C will be compulsory with 11 short- answer type questions of 1 mark each covering the entire syllabus.

Instructions for students:

Students have to attempt four questions in all from Section A and B by selecting 2 questions from each Section. Section C will be compulsory.

Section-A

Introduction to environmental studies: The multidisciplinary nature of environmental studies, definition, scope and importance, concept of Biosphere-Lithosphere, hydrosphere, atmosphere.

Ecosystem & biodiversity conservation: Ecosystem and its components, types of Ecosystems Biodiversity-definition and Value, Threats to biodiversity and its conservation Levels of biological diversity, genetic, species and ecosystem diversity; bio-geographic zones of India; biodiversity patterns and global biodiversity hot spots, India as Mega-biodiversity nation; Endangered and endemic species of India. Ecosystem and biodiversity services: Ecological, economic, social, ethical, aesthetic and informational value.

Natural resources-renewable and non-renewable resources: Land resources and land use change; land degradation, soil erosion and desertification. Deforestation causes and impacts due to mining, dam building on environment, Forests, Biodiversity and tribal populations. Water: use and over-exploitation of surface and groundwater, floods; droughts; conflicts over water

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Environmental Pollution: types, causes, effects and controls; Air, water, soil and noise pollution, Nuclear hazards and their effects on human health, Solid waste management, Source Segregations; Control measures of urban and Industrial waste, Pollution case studies.

Section-B

Environmental protection laws in India: Environmental protection act for: Air (Prevention and control of pollution), Water (Prevention and Control of pollution), Wild life Act, Forest Conservation Act. Climate change and global warming, ozone layer depletion, acid rain.

Human Communities and the Environment: Human population growth: Impacts on environment, human health and welfare, Sanitation & Hygiene, Resettlement and rehabilitation of project-affected persons: case studies, Disaster management: floods, earthquake, cyclones and landslides, Environment movements: Chipko movement. Silent valley movement, Bishnoi community of Rajasthan. Environmental communication and public awareness case studies (e g CNG vehicles in Delhi)

Road safety awareness: Concept and significance of Road safety, Traffic signs, Traffic rules, Traffic offences and penalties, how to obtain a driving license, Role of first aid in road Safety, Stubble Burning; Impact on health & environment, Management and alternative uses of crop stubble, Environmental Legislations and Policies for Restriction of Agriculture Residue Burning in Punjab.

Field Work

1. Visit to an area to document environmental assets: river and impact of pollution on it.
2. Study of common plants, insects, birds, and basic principles of identification.

Recommended Books

1. Carson, R. (2002). Silent Spring. Houghton Mifflin Harcourt.
2. Gadgil, M., & Guha, R. (1993). This Fissured Land: An Ecological History of India. University of California Press.
3. McCully, P. (1996). Silenced Rivers: The Ecology and Politics of Large Dams. Zed-Books.
4. Raven, P. H., Berg, L. R., & Hassenzahl, D. M. (2012). Environment (8th ed.). John Wiley & Sons.
5. Rosencranz, A., Divan, S., & Noble, M. L. (2001). Environmental Law and Policy in India. Tripathi.
6. Singh, J. S., Singh, S. P., & Gupta, S. R. (2014). Ecology, Environmental Science and Conservation. S. Chand Publishing.

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BCA1261071-T: Using MS office with Co-pilot

Total Marks: 50

External Examination: 35

Internal Assessment: 15

Credits: 2

Maximum Time: 3 Hrs

Minimum Pass Marks: 35%

Lectures to be delivered: 55-60 Hrs

L: 0 T: 0 P: 4

Create a Resume in Microsoft Word

Objective: Generate a professional resume using Copilot.

- Open Microsoft Word.
- Ask Copilot: *"Create a simple resume for a computer science student."*
- Review and edit the generated resume.
- Save the document.

Write a Formal Letter in Word

Objective: Draft a formal leave application.

- Open Word.
- Ask the Copilot: *"Write a leave application for two days due to illness."*
- Format the letter and save it.

Summarize a Document in Word

Objective: Use Copilot to summarize a long document.

- Open a document with multiple paragraphs.
- Ask the Copilot: *"Summarize this document in 5 points."*
- Compare the summary with the original text.

Create a Student Marks Sheet in Excel

Objective: Generate a marks table and calculate totals.

- Open Excel.
- Ask Copilot: *"Create a marks sheet for 5 students with total and percentage."*
- Verify the formulas and save the workbook.

Analyze Sales Data in Excel

Objective: Perform basic data analysis.

- Enter sample sales data.
- Ask Copilot: *"Analyze the sales data and identify the highest and lowest sales."*
- Review the insights.

Create a Chart in Excel

Objective: Visualize data using a chart.

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- Prepare a small dataset.
- Ask Copilot: *"Create a bar chart for this sales data."*
- Customize the chart title and labels.

Sort and Filter Data in Excel

Objective: Organize data efficiently.

- Enter sample employee or student data.
- Ask Copilot: *"Sort the data by marks in descending order and filter students scoring above 75."*
- Review the filtered results.

Draft a Professional Email in Outlook

Objective: Compose a formal email using Copilot.

- Open Outlook.
- Ask Copilot: *"Write an email requesting leave for one day."*
- Check the tone and send (or save as a draft).

Reply to an Email Using Copilot

Objective: Generate a professional email response.

- Open an email in Outlook.
- Ask Copilot: *"Draft a polite reply accepting the meeting invitation."*
- Review and edit before sending.

These practicals help students learn the basic use of Microsoft Copilot for:

- Microsoft Word: Document creation, writing, and summarization.
- Microsoft Excel: Tables, formulas, analysis, sorting, filtering, and charts.
- Microsoft Outlook (Email): Writing, replying to, and summarizing emails.

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MDE-I: FOUNDATION COURSE ON INDIAN KNOWLEDGE SYSTEM
(Session 2026-27)
SEMESTER V
VALUE ADDED COURSE
FOR BCA-I YEAR PROGRAMMES

Subject Code: BCA126106-T
Time: 3 Hrs.
Min Pass Marks: 35%

Credits: 3
Max. Marks: 100
External: 70
Internal: 30

(A) COURSE OBJECTIVES

At the completion of the course, the students will be able to:

- Understand the true history and rich culture of the country.
- Understand Indian culture and civilization including its Knowledge System and Tradition.
- Comprehend the scientific value of the traditional knowledge of Bharata.
- Introduce the contribution from Ancient Indian system & tradition to modern day concepts and Applications.
- Apply the knowledge, art and creative practices, skills and values in ancient Indian system.
- Apply the Bharatiya wisdom into the applied aspect of the modern scientific paradigm

(B) SYLLABUS

SECTION A

Indian Knowledge System - Importance of Ancient Knowledge, Defining Indian Knowledge System, The IKS Corpus, Historicity of IKS, Unique aspects of IKS.
The Vedic Corpus: Introduction to Vedas, Upanishads, Purans, The Four Vedas, Messages in Vedas, Vedic Life, Concept of Dharma, Karma, Arta and Moksha. Purans, Itihas as source of wisdom, Ramayana-Key issues and message. Mahabharat- A source book of Wordly Wisdom.
Linguistics: Six limbs of Vedanga and Panini Ashtadhyaya.

SECTION B

Philosophical Systems: Indian Philosophical Systems, Six Vedic Schools of Philosophy. Three Non-Vedic Philosophical Systems - Jain school, Budha school and Carvaka school of Philosophy
Traditional Indian Educational System: Gurukul system and role of the teacher, Learning methods, Ancient Universities- Nalanda, Takshashila, and Vikramshila.
Indian Contribution: Achievements in Mathematics (Zero, decimal, algebra), Contribution in astronomy, medicine (Ayurveda), metallurgy, art (Classical music, dance and painting), literature (Sanskrit and regional literature) and culture (Important festivals and cultural unity). Ancient Indian Environmental awareness. Indian values on harmony with nature and sustainable lifestyle.

(C) RECOMMENDED BOOKS:

1. Mahadevan, B., Bhat Vinayak Rajat, Nagendra Pravana R.N. (2022). Introduction to Indian Knowledge System: Concepts and Applications. PHI Learning Private Ltd. Delhi.



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2. Suresh Soni (2010). India's Glorious Scientific Tradition. Ocean Books Pvt. Ltd.
3. Pride of India: A Glimpse into India's Scientific Heritage, Sanskrita Bharati, New Delhi.
4. Kapoor Kapil, Singh Avadhesh (2021). Indian Knowledge Systems Vol - I and II. Indian Institute of Advanced Study, Shimla, H.P.
5. Dharmapal (1971) 'Indian Science and Technology in the Eighteenth Century' Other India Press, Goa.
6. Kapil Kapoor, Singh Avdhesh Kumar. (2005) Indian Knowledge Systems' D.K. Printworld (P) Ltd.

Online Resources

- <https://www.bharatvidya.in/course/IntroductiontoBharatiyaKnowledgeSystems1KS-81112>
- [https://www.kouniv.ac.in/site/writereaddata/siteContent/202004120632194475nishi Indian Knowle dge Systems.pdf](https://www.kouniv.ac.in/site/writereaddata/siteContent/202004120632194475nishi%20Indian%20Knowledge%20Systems.pdf)
- <https://mu.ac.in/wp-content/uploads/2024/11/Sambhushan-Volume-5-Issue-2.pdf>
- <https://iksindia.org/ebook.php>
- <https://www.education.gov.in/shikshakparv/docs/Stimulating%20indian%20Knowledge%20System>.
- <https://www.education.gov.in/shikshakparv/docs/Stimulating%20indian%20Knowledge%20system.pdf>
- <https://www.youtube.com/watch?v=D3f3jleEZho&pp=ygUOf2tub3dsZWRnZWluZGIhbg%3F%3F>
- <https://www.youtube.com/watch?v=3aA3bJEPhX>
- <https://www.youtube.com/watch?v=b2C1zRi4j8k>

(D) EVALUATION

External Examination: 70 Marks

Time: 3 Hrs.

Internal Assessment: 30 Marks

Performance in Mid Semester Test: 15 Marks

Assignments/Projects/Seminar: 8 Marks

Attendance: 7 Marks

INSTRUCTIONS FOR THE PAPER-SETTER

The question paper will consist of three sections: A, B and C. Section A and B will have four questions each from the respective sections of the syllabus and will carry 12 marks each. Section C will consist of 11 short answer type questions which will cover the entire syllabus uniformly and will carry 2 mark each.

INSTRUCTIONS FOR THE CANDIDATES

Candidates are required to attempt two questions each from the sections A and B and the entire section C.



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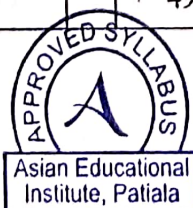


Syllabi Scheme

Session 2026-27 onwards

BCA-I (Semester-II)								
Code	Course Type	Title of Paper	L+T	P	External Marks	Internal Marks	Max. Marks	Credits
BCA126201-T	MAJOR	Object Oriented Programming using C++	3+0	0	70	30	100	3
BCA126202-T	MAJOR	Computer Networks	4+0	0	70	30	100	4
BCA126203-T	MAJOR	E-Commerce and Digital Marketing	4	0	70	30	100	4
BCA126204-P	MAJOR LAB	Software Lab-II (Object Oriented Programming using C++)	0	4	35	15	50	1
BCA126205-T	PBI COMP	Punjabi (Compulsory)-I	4	0	70	30	100	4
		Punjabi Compulsory-II (Mudla Gyan)						
BCA126206-T	AEC	General English-II	2+0	0	35	15	50	2
BVAC21T	VAC	Drug Abuse: Problem, Management & Preventions	2+0	0	35	15	50	2
BCA126207-T	SEC	Effective Presentation Skills	1	4	70	30	100	4
		Entrepreneurship Mindset-II	0	4	0	100	100	2
Total					490	310	800	26

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BCA SEMESTER-II

SESSION:2025-26

BCA126201T:MAJOR: Object Oriented Programming Using C++

Total Marks: 100

External Examination: 70

Internal Assessment: 30

Credits: 03

Maximum Time: 3 Hours

Minimum Pass Marks: 35%

Lectures to be delivered: 45-55 Hours

L:3 T:0 P:0

A) Instructions for paper-setter

The question paper will consist of three sections A, B & C. Sections A & B will have four questions from the respective sections of the syllabus and will carry 30% marks each. Section C will have 6-12 short answer type questions which will cover the entire syllabus uniformly and will carry 40% marks in all.

B) Instructions for candidates

1. Candidates are required to attempt two questions each from sections A & B of the question paper and the entire section C
2. Use of non-programmable scientific calculator is allowed.

Course Objectives:

- To familiarize with Object Oriented concepts
- To develop the skills of programming in C++
- To understand the difference between object oriented and procedure oriented programming.

Learning Outcomes:

- An understanding of the principles behind the object oriented development process.
- Competence in the use of object oriented programming language in the development of small to medium sized application programs

SECTION A

Evolution of OOP: Procedure Oriented Programming, OOP Paradigm, Advantages and disadvantages of OOP over its predecessor paradigms.

Characteristics of Object Oriented Programming: Abstraction, Encapsulation, Data hiding, Inheritance, Polymorphism, code Extensibility and Reusability, User defined Data Types.

Introduction to C++: Identifier and keywords, Constants, Operators

Pointers: Pointer Operations, Pointer Arithmetic, Pointers and Arrays, Multiple indirections, Pointer to functions.

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Function: Prototyping, Definition and Call, Scope Rules, Parameter Passing Value, by address and by reference, Functions returning references, Const Functions, recursion, function overloading. Default Arguments. Const Arguments.

Classes, Objects and Members: Class Declaration and Class Definition, Defining member functions. Defining Object, making functions inline, Members access control, Nested Classes, This Pointer.

SECTION B

Object as function arguments, array of objects, functions returning objects, const members and member functions. Static data members and static member functions. Friend functions and Friend classes.

Constructors: Properties, types of constructors (Default, parameterized and copy). Dynamic constructors, Multiple constructors in classes.

Destructors: Properties, Virtual destructors, Destroying objects, Rules for constructors and destructors, Array of objects.

Dynamic memory allocation using new and delete operators.

Inheritance: Defining derived classes, inheriting private members, single inheritance, types of derivation, function, function redefining, constructors in derived class, Types of inheritance: Single. Multiple, Multi-level and Hybrid, Types of base classes: Direct, Indirect, Virtual, Abstract, Code Reusability.

Polymorphism: Methods of achieving polymorphic behavior, Polymorphism with pointers, virtual functions, late binding, pure virtual functions and abstract base class, Difference between function overloading, redefining and overriding.

Operator overloading: Overloading binary operator, overloading unary operators, rules for operator overloading, operator overloading using friend function, Function overloading, early binding. Open/Close Files commands-Read/write operations on files.

Text Reference Books:

1. E. Balaguruswamy, Object Oriented Programming with C. Tata Meliraw-Hill.
2. Deitel and Deitel, "C How to Program", Pearson Education.
3. Herbert Schildt. The Complete Reference C++, Tata McGraw-Hill.
4. Deitel and Deital, C++ How to program. Pearson Education.
5. Robert Lafore, Object Oriented Programming in Turbo C++, Galgotia Publications.
6. BajaneStautrup, The U Programming Languauge, Addition-Wesley Publication Co.
7. Stanley B. Lippman, LoseeLajoie, C. Primer. Pearson Education.
8. E. Balzgurusamy. Object-Oriented Programming with C++, Tata Meimw-Hill.
9. D. Ravichandran, Programming with Co, Tata McGraw-Hill Publishing Company Ltd.

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BCA SEMESTER-II

SESSION:2025-26

BCA126202T: MAJOR: Computer Networks

Total Marks: 100

External Examination: 70

Internal Assessment: 30

Credits: 04

Maximum Time: 3 Hours

Minimum Pass Marks: 35%

Lectures to be delivered: 55-60 Hours

L:4 T:0 P:0

A) Instructions for paper-setter

The question paper will consist of three sections A, B & C. Sections A & B will have four questions from the respective sections of the syllabus and will carry 30% marks each. Section C will have 6-12 short answer type questions which will cover the entire syllabus uniformly and will carry 40% marks in all.

B) Instructions for candidates

1. Candidates are required to attempt two questions each from sections A & B of the question paper and the entire section C.
2. Use of non-programmable scientific calculator is allowed.

Course Objective :

- Become familiar with the basics of computer networks.
- Become familiar with network architectures.
- Become familiar with fundamental protocols.
- Become familiar with basic network computing techniques

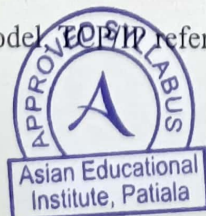
Learning Outcome :

- Have a good understanding of the OSI Reference Model and in particular have a good knowledge of Layers 1-3.
- Analyze the requirements for a given organizational structure and select the most appropriate networking architecture and technologies

SECTION-A

Introduction to Computer networks: Applications, Network hardware and Software (protocol hierarchies, design issues for layers, interfaces and services: connection oriented and connection less). Network structure and architecture- point to point, multicast, broadcast. Classification of networks-LAN, MAN and WAN.

Reference models: OSI reference model, TCP/IP reference model. Comparison between OSI and TCP/IP models.



Data Link Layer: Design issues, Services to network layer, Framing. Error control. Flow control, Elementary data link protocols unrestricted simplex protocol, simplex stop and wait protocol, simplex protocol for a noisy channel.

SECTION-B

Network layer: Design issues, Services to the transport layer. Routing algorithms – Static non-adaptive and dynamic/adaptive algorithms. Congestion control algorithms -the leaky bucket algorithm, the token bucket algorithm.

Transport layer: Design issues, connection management-addressing, establishing and releasing connection, transport layer protocols-TCP, UDP

Application layer: The DNS Name Space. Electronic Mail. The World Wide Web.

Network security: Introduction to cryptography, substitution ciphers, transposition ciphers, one-time pads, two fundamental cryptographic principles, public key algorithms (RSA, other Public-key algorithms), digital signatures (symmetric-key signatures, public key-signatures message digests).

Text/Reference Books:

1. B Forouzan. Introduction to data communication and networking
2. AS Tanenbaum, Computer Networks

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BCA SEMESTER-II

(SESSION:2025-26)

BCA126203T: MAJOR: E-COMMERCE & DIGITAL MARKETING

Total Marks: 100
External Examination: 70
Internal Assessment: 30
Credits: 04

Maximum Time: 3 Hours
Minimum Pass Marks: 35%
Lectures to be delivered: 55-60 Hours
L:1 T:0 P:4

Instructions for Paper-Setter:

The question paper will consist of three sections: A, B, and C. Sections A and B will each contain four questions based on their respective sections of the syllabus and will carry 30% of the total marks each. Section C will comprise 6 to 12 short answer-type questions, covering the entire syllabus uniformly, and will carry the remaining 40% of the total marks.

Instructions for Candidates:

Candidates are required to attempt any two questions from each of Sections A and B, and all questions from Section C.

Course Outcomes (COs):

- Define E-commerce and explain its advantages and disadvantages.
- Differentiate between E-commerce and traditional commerce.
- Identify various applications of E-commerce in real-world scenarios.
- Explain the concepts of B2C, B2B, C2C, and C2B E-commerce models.
- Analyze their roles and impacts in various business environments.

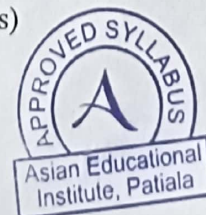
SECTION – A

Unit 1: Introduction to E-Commerce

- Meaning, Scope, and Features of E-Commerce
- Types of E-Commerce: B2B, B2C, C2C, C2B, B2G
- Advantages and Limitations of E-Commerce
- E-Commerce vs. Traditional Commerce
- E-Commerce Business Models

Unit 2: E-Commerce Infrastructure

- Hardware and Software Requirements
- Payment Gateways and Online Payment Methods
- Security Issues in E-Commerce (SSL, encryption, firewalls)
- Legal and Ethical Issues in E-Commerce
- E-Commerce Website Design Basics



SECTION-B

Unit 3: Introduction to Digital Marketing

- Meaning and Importance of Digital Marketing
- Traditional Marketing vs. Digital Marketing
- Types of Digital Marketing: SEO, SEM, Social Media Marketing, Email Marketing, Content Marketing, Affiliate Marketing
- Buyer's Journey and Marketing Funnel

Unit 4: Search Engine Optimization (SEO)

- Introduction to Search Engines and How They Work
- On-Page and Off-Page SEO
- Keywords and Meta Tags
- Google Search Console & Google Analytics (Introduction)

Unit 5: Social Media and Email Marketing

- Role of Social Media in Marketing
- Platforms: Facebook, Instagram, LinkedIn, Twitter, YouTube
- Email Marketing Tools and Strategies
- Introduction to Paid Advertising (Google Ads, Facebook Ads)

Text/Reference Books:

1. **Ravi Kalakota, Andrew B. Whinston:** Frontiers of Electronic Commerce, Addison Wesley.
2. **Efraim Turbon, Jae Le, David King, Chung:** Electronic Commerce- A managerial perspective, Prentice-Hall International.
3. **Gary P. Schneider, James T. Perry:** Electronic Commerce
4. **Seema Gupta,** Title: *Digital Marketing*, Publisher: McGraw Hill Education, Remarks: Well-structured and practical, suitable for beginners and professionals.
5. **Philip Kotler, Hermawan Kartajaya, Iwan Setiawan,** Title: *Marketing 4.0: Moving from Traditional to Digital*, Publisher: Wiley, Remarks: Insightful book on transitioning to digital marketing.

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BCA126203P: MAJOR LAB -2: SOFTWARE LAB – II (Object Oriented Programming using C++)

Total Marks:50

External Examination: 35

Internal Assessment: 15

Credits: 2

Maximum Time: 3 Hours

Minimum Pass Marks: 35%

Lectures to be delivered: 55-60 Hours

L:0 T:0 P: 4

This laboratory course will comprise exercises to supplement what is learnt under paper **BCA103T: MAJOR Object Oriented Programming using C++**. Students are required to develop the various programs to understand the concepts and a practical file with internal documentation. :

The breakup of marks for the practical will be as under

i	Internal Assessment	30% Marks
ii	Viva Voce (External Evaluation)	30% Marks
iii	Lab Record, Program Development and Execution (External Evaluation)	30% Marks
iv	Attendance	10% Marks



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Asian Educational Institute
(An Autonomous College)

ਪੇਪਰ - ਪੰਜਾਬੀ ਲਾਜ਼ਮੀ

PAPER: PUNJABI COMPULSORY

ਬੀ.ਸੀ.ਏ. ਭਾਗ- ਪਹਿਲਾ, ਸਮੇਸਟਰ ਦੂਜਾ

ਵਿਸ਼ਾ ਕੋਡ

ACADEMIC SESSION 2026-27, 2027-28

ਕੁਲ ਅੰਕ 100
ਅੰਦਰੂਨੀ ਮੁਲਾਂਕਣ 30
ਬਾਹਰੀ ਪ੍ਰੀਖਿਆ 70 ਅੰਕ
ਸਮਾਂ: 3 ਘੰਟੇ

ਵਿਸ਼ੇ ਵਿਚੋਂ ਪਾਸ ਹੋਣ ਲਈ ਅੰਕ 35%
ਅੰਕ ਅਧਿਆਪਨ 06 ਪੀਰੀਅਡ ਪ੍ਰਤੀ ਹਫ਼ਤਾ
ਕੁੱਲ 04 ਕ੍ਰੈਡਿਟ

ਪਾਠਕ੍ਰਮ ਅਤੇ ਪਾਠ ਪ੍ਰਸਤਾਵਾਂ

ਭਾਗ - ਓ

ਭਾਗ - ਓ ਚੋਣਵੇਂ ਪੰਜਾਬੀ ਨਿਬੰਧ, ਸੋਪਾ, ਡਾ. ਜੋਗਿੰਦਰ ਸਿੰਘ ਪੁਆਰ, ਡਾ. ਪਰਮਜੀਤ ਸਿੰਘ ਸਿੱਧੂ (ਪੰਜਾਬੀ ਯੂਨੀਵਰਸਿਟੀ, ਪਟਿਆਲਾ)

12+12=ਅੰਕ

ਭਾਗ - ਅ

ਭਾਗ - ਅ 1. ਵਿਗਿਆਨ ਸਿੱਖਿਆ ਅਤੇ ਅਧਿਆਪਨ ਦਾ ਭਾਸ਼ਾਈ ਪੱਖ, ਮਾਤ ਭਾਸ਼ਾ ਅਤੇ ਵਿਗਿਆਨ ਸਿੱਖਿਆ, ਅਧਿਆਪਨ ਅਤੇ ਮਾਤ ਭਾਸ਼ਾ, ਕੰਪਿਊਟਰ/ਵਿਗਿਆਨ ਦੀ ਪੜ੍ਹਾਈ ਦਾ ਜਨਤਕ ਪਾਸਾਰ, ਕੰਪਿਊਟਰ ਸਾਖਰਤਾ, ਤਕਨੀਕੀ ਵਿਕਾਸ ਅਤੇ ਤਕਨੀਕੀ-ਗਿਆਨ ਅਤੇ ਇੰਟਰਨੇਟ ਸੁਵਿਧਾ ਦੀ ਬਰਾਬਰੀ ਦਾ ਅਧਿਕਾਰ ਆਦਿ ਵਿਸ਼ਿਆਂ ਉੱਤੇ ਪੇਰਾ ਰਚਨਾ/ਸੰਖੇਪ ਅਖਬਾਰੀ ਲੇਖ

12 ਅੰਕ

ਭਾਗ ਅ 2 ਕੰਪਿਊਟਰ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ:

ਓ) ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੇਟ ਨਾਲ ਸਬੰਧਿਤ ਤਕਨੀਕੀ ਸ਼ਬਦਾਵਲੀ (100 ਸ਼ਬਦ): ਅੰਗਰੇਜ਼ੀ ਸ਼ਬਦਾਂ ਦਾ ਪੰਜਾਬੀ ਅਨੁਵਾਦ ਅਤੇ ਵਾਕਾਂ ਵਿਚ ਵਰਤੋਂ।

06 ਅੰਕ

ਅ) ਗਿਆਨ ਵਿਗਿਆਨ ਅਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ, ਯੂਨੀਅਨ ਭਾਸ਼ਾਵਾਂ ਦੀ ਤਕਨੀਕੀ ਸ਼ਬਦਾਵਲੀ ਵਿਚੋਂ ਸ਼ਬਦ-ਉਧਾਰ ਦੇ ਤਰੀਕੇ: ਤਤਸਮ ਅਤੇ ਤਦਤਵੀਕਰਨ, ਤਤਸਮ ਸ਼ਬਦ-ਉਧਾਰ ਅਤੇ ਸ਼ਬਦਜੋੜਾਂ ਦਾ ਟਕਸਾਲੀਕਰਨ

06 ਅੰਕ

ਭਾਗ - ਏ

22 ਅੰਕ

ਪਾਠਕ੍ਰਮ ਦੇ ਭਾਗ ਓ ਅਤੇ ਭਾਗ ਅ ਵਿਚੋਂ 11 ਸੰਖੇਪ ਉੱਤਰਾਂ ਵਾਲੇ ਪ੍ਰਸ਼ਨ।

ਅੰਕ ਵੰਡ ਅਤੇ ਪੇਪਰ ਮੈਂਟਰ ਲਈ ਹਦਾਇਤਾਂ

1. ਪਾਠਕ੍ਰਮ ਦੇ ਓ ਭਾਗ ਓ ਅਤੇ ਅ ਹਲ ਪਰ ਪ੍ਰਸ਼ਨ ਪੱਤਰ ਨੂੰ ਤਿੰਨ ਭਾਗਾਂ ਓ, ਅ ਅਤੇ ਏ ਵਿੱਚ ਵੰਡਿਆ ਜਾਵੇਗਾ। ਭਾਗ ਓ

ਵਿਚੋਂ (i) ਕਿਸੇ ਇੱਕ ਦਾ ਵਿਸ਼ਾ/ਸਾਰ ਜਾਂ ਹੋਰਨਾਂ ਬਾਰੇ ਪਾਠਕੀ ਪ੍ਰਭਾਵ ਬਾਰੇ ਪ੍ਰਸ਼ਨ। (ਤਿੰਨ ਵਿਚੋਂ ਇੱਕ) 12 ਅੰਕ

(ii) ਨਿਬੰਧਾਂ ਵਿਚਲੇ ਵਿਚਾਰਾਂ ਸਬੰਧੀ ਛੋਟੇ ਉੱਤਰਾਂ ਵਾਲੇ ਪ੍ਰਸ਼ਨ। (ਚਾਰ ਵਿਚੋਂ ਦੋ)

2x6 = 12

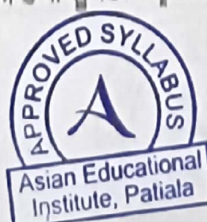
2. ਭਾਗ ਅ-1 ਵਿਚ 3 ਵਿਸ਼ਿਆਂ ਵਿਚੋਂ 1 'ਤੇ ਪੇਰਾ ਰਚਨਾ/ਸੰਖੇਪ ਅਖਬਾਰੀ ਲੇਖ ਲਿਖਣ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ। 12 ਅੰਕ

ਭਾਗ ਅ-2 (i) ਵਿਚ 10 ਅੰਗਰੇਜ਼ੀ ਸ਼ਬਦਾਂ ਦੇ ਪੰਜਾਬੀ ਅਨੁਵਾਦ ਦੀ ਵਾਕਾਂ ਵਿਚ ਵਰਤੋਂ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।

2x6 = 12

3. ਭਾਗ ਅ-2 (ii) ਵਿਚੋਂ ਦੋ ਪ੍ਰਸ਼ਨ ਪੁੱਛ ਕੇ ਉਨ੍ਹਾਂ ਵਿਚੋਂ ਵਿਦਿਆਰਥੀ ਨੂੰ ਇੱਕ ਪ੍ਰਸ਼ਨ ਕਰਨ ਲਈ ਕਿਹਾ ਜਾਵੇਗਾ।

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51



4. ਭਾਗ-੮ ਪਾਠ ਪੁਸਤਕ ਚੋਣਵੇਂ ਪੰਜਾਬੀ ਨਿਬੰਧ ਅਤੇ ਭਾਗ ਅ 2 ਵਿਚੋਂ ਸੰਖੇਪ ਉੱਤਰਾਂ ਵਾਲੇ 11 (ਪਾਠ ਪੁਸਤਕ ਚੋਣਵੇਂ ਪੰਜਾਬੀ ਨਿਬੰਧ ਵਿਚੋਂ 6 ਅਤੇ ਕੰਪਿਊਟਰ ਤੇ ਪੰਜਾਬੀ ਭਾਸ਼ਾ ਵਿਚੋਂ 5) ਪ੍ਰਸ਼ਨ ਪੁੱਛੇ ਜਾਣਗੇ। ਵਿਦਿਆਰਥੀ ਨੇ ਸਾਰੇ ਪ੍ਰਸ਼ਨਾਂ ਦੇ ਸੰਖੇਪ ਉੱਤਰ ਦੇਣੇ ਹੋਣਗੇ। ਹਰੇਕ ਪ੍ਰਸ਼ਨ ਦੇ 2 ਅੰਕ ਹੋਣਗੇ। 11x2 = 22

ਨੋਟ: ਅੰਦਰੂਨੀ ਮੁਲਾਂਕਣ ਦੇ ਅੰਕਾਂ ਵਿਚੋਂ ਅਸਾਈਨਮੈਂਟ ਦੇ ਕਾਰਜ ਲਈ ਪੰਜਾਬੀ ਵਿਚ ਕੰਪਿਊਟਰ ਅਤੇ ਇੰਟਰਨੈੱਟ ਨਾਲ ਸਬੰਧਿਤ ਅਖਬਾਰੀ ਲੇਖਾਂ, ਮਿਡਲਾਂ ਅਤੇ ਬਲੋਗ-ਰਚਨਾਵਾਂ ਦੀ 20-25 ਪੰਨਿਆਂ ਦੀ ਸਕਰੀਪ ਸ਼ੁੱਧ ਤਿਆਰ ਕਰਵਾਈ ਜਾਵੇਗੀ। ਉਸ ਦੇ ਅਧਾਰ 'ਤੇ ਅਸਾਈਨਮੈਂਟ ਦੇ ਅੰਕ ਲਗਾਏ ਜਾਣਗੇ। ਮੌਲਿਕ ਲੇਖਣੀ ਨੂੰ ਤਰਜੀਹ ਦਿੱਤੀ ਜਾਵੇ।

ਕੰਪਿਊਟਰ ਤੇ ਇੰਟਰਨੈੱਟ ਨਾਲ ਸਬੰਧਿਤ ਤਕਨੀਕੀ ਸ਼ਬਦਾਵਲੀ:

E-mail Address	ਬਿਜਲ-ਡਾਕ-ਪਤਾ	28.	Keyword	ਕੁੰਜੀ-ਸ਼ਬਦ
Explorer	ਜਾਂਚ-ਪੜਤਾਲਕ	29.	Landline Phone	ਜਮੀਨੀ-ਦੂਰਭਾਸ਼-ਯੰਤਰ
External memory	ਬਾਹਰਵਰਤੀ ਯਾਦ ਜਾਂ ਸਮ੍ਰਿਤੀ	30.	Line spacing	ਸਤਰ-ਦੂਰੀ
File	ਮਿਸਲ	31.	Mail ID	ਡਾਕ-ਪਛਾਣ
File clean up	ਮਿਸਲ ਸੋਧ ਕਾਰਜ	32.	Margin	ਹਾਸੀਆ
File recovery	ਮਿਸਲ ਪੁਨਰ ਪ੍ਰਾਪਤੀ	33.	Matter	ਸਮੱਗਰੀ
Folder	ਮਿਸਲ-ਪਟਾਰਾ	34.	Memory	ਯਾਦ
Format	ਖਾਂਚਾ	35.	Memory Card	ਯਾਦ-ਪੱਤਾ
Frequency	ਦੁਹਰਾਅ-ਦਰ, ਆਵ੍ਰਿਤੀ	36.	Menu	ਆਦੇਸ਼-ਸੂਚੀ
Function key	ਪ੍ਰਕਾਰਜ ਕੁੰਜੀ	37.	Microphone	ਸੁਨੀ-ਆਗਤ-ਜੰਤਰ, ਆਈਕਰੋਫੋਨ
Game theory	ਖੇਡ ਸਿਧਾਂਤ	38.	Missed Call	ਬੇਜਵਾਬ-ਘੰਟੀ, ਖੁੰਭੀ-ਸੱਦ
Gallery	ਗਲਿਆਰਾ	39.	Mobile	ਜੇਬੀ
Hack	ਸੰਨ੍ਹ-ਮਾਰਨਾ, ਸੋਧ-ਲਾਊਣਾ	40.	Mobile number	ਜੇਬੀ (ਫਿਰਤੂ-ਸਫਰੀ-ਮੋਬਾਈਲ) ਅੰਕ
Hacker	ਸੰਨ੍ਹਮਾਰ, ਸੋਧਮਾਰ	41.	Network	ਪ੍ਰਸਾਰ ਪ੍ਰਣਾਲੀ
Hand set	ਜੇਬੀ-ਇਕਾਈ, ਹੱਥ-ਉਪਕਰਣ	42.	Notification	ਸੰਖੇਪ-ਸੂਚਨਾ, ਸੂਚਨਾ ਕਰਨ
Hard Disk	ਸਖਤ-ਤਵਾ, ਠੋਸ-ਚੱਕਲੀ	43.	Numbering	ਅੰਕਕਾਰੀ
Hardware	ਭੌਤਿਕ-ਭਾਗ, ਕਲ-ਪ੍ਰਯੋਜ	45.	Offline	ਜਾਲ-ਨਿਸ਼ੇਧ, ਅਚੁਤਿਆ
Home Page	ਮੁੱਖ-ਪੰਨਾ	46.	One Drive	ਇੱਕ-ਚਾਲਕ
Home screen	ਮੁੱਖ-ਸਤਾਹ	47.	Online	ਜਾਲ-ਸਬੰਧ, ਚੁੜਿਆ
Inbox	ਆਗਤ-ਬਕਸਾ	48.	Operating System	ਸੰਚਾਲਨ-ਪ੍ਰਣਾਲੀ
Input	ਆਗਤ	49.	Optical character reader	ਵਰਤੋਕਾਰ
Install	ਲਾਗੂ ਕਰਨਾ	50.	Option	ਪਕਾਸੀ ਲਿੱਪੀ-ਚਿੰਨ ਪਾਠਕ
Internet	ਅੰਤਰਜਾਲ	51.	Output	ਵਿਕਲਪ
Internet Explorer	ਅੰਤਰਜਾਲ-ਜਾਂਚ-ਪੜਤਾਲਕ	52.	Painting	ਨਤੀਜਾ
Intel	ਟੰਕਾ	53.	Password	ਚਿਤਰਕਲਾ
Key	ਬਟਨ	54.	Paste	ਚੱਬੜਨਾ
Keyboard	ਬਟਨ-ਬੰਦਾ	55.	Pattern	ਨਮੂਨਾ

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12

TESTING

UNIT-I

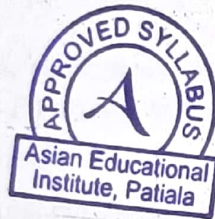
1. The student Will write an e-mail or official (formal) letter. The candidate shall attempt any one out of the given two. (6Marks)
2. There Will be one lengthy question with an internal choice on essay writing/ Summary Writing .The answer should be in about 350-400 words. (6 Marks)

UNIT-II

3. This question will carry Six incomplete sentences to be set from prescribed units of English in Use, The students will Complete [he given sentences. Each shall carry one mark. (6marks)
4. This question will pertain to answer the questions based on an unseen passage. Each question shall carry one mark. (6marks)

UNIT-III

5. Read the situation and complete the conversation. The conversation will carry Six incomplete sentences that can be set from one of the prescribed texts. (6 marks)
6. The students will use any Five words out of the given eight to make sentences that will be set from the Basic Vocabulary-List A from Composition and Writing Skills, Each sentence shall carry one Mark. (5 Marks)



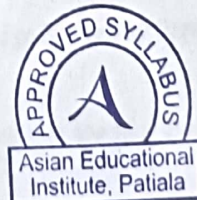
Mim

Amans

Yadwinder Singh

PC	ਨਿੱਜੀ-ਗਣਕ-ਜੰਤਰ	91.	Underline	ਸਤਰਾਕਿਤ
Pen drive	ਅੰਕੜਾ-ਕਿੱਲੀ	92.	Update	ਆਧੁਨਿਕੀਕਰਨ
Photography	ਚਿਤਰਕਲਾ	93.	Upload	ਚੜ੍ਹਾਉਣਾ
Picture Gallery	ਚਿਤਰ-ਗਲਰੀਆ	94.	USB	ਸਹਬ-ਕ੍ਰਮ-ਚਾਲਕ
Pixel	ਚਿਤਰ-ਅੰਸ਼	95.	Video	ਸਚਿੱਤਰ
Portable	ਚੱਕਵਾਂ	96.	Wall Paper	ਖਰੜ-ਪੱਤਰ
Presentation	ਪੇਸ਼ਕਸ਼	97.	Website	ਜਾਲ-ਟਿਕਾਣਾ
Processor	ਪ੍ਰੋਸੈਸਿੰਗ-ਇਕਾਈ	98.	Window	ਝਰੇਖਾ
Programme	ਆਦੇਸ਼ਕਾਰੀ, ਅਮਲਕਾਰੀ	99.	Windows Explorer	ਝਰੇਖਾ-ਪ੍ਰਦਰਸ਼ਕ
Record	ਇਕੱਤਰ-ਅੰਕੜੇ	100.	Wireless	ਤਾਰਹੀਣ
Removable Disk	ਹਟਾਉਣਯੋਗ-ਤਵਾ	101.	Word Processor	ਸ਼ਬਦ-ਅਮਲਕਾਰੀ
Ring tone	ਘੰਟੀ-ਧੁਨ			
Row	ਪਾਲ			
Save	ਸੁਰੱਖਿਅਤ ਕਰਨਾ			
Scanner	ਪ੍ਰਤੀਬਿੰਬਕ			
Screen	ਸਤਹ			
Screen saver	ਚਾਲੂ-ਸਤਹ-ਪੱਤਰ (ਚਿਤਰ)			
Scroll	ਘੁਮਾਉਣਾ			
Search	ਲੱਭਣਾ			
Search Bar	ਖੋਜ-ਪੱਟੀ			
Search Engine	ਖੋਜ-ਇੰਜਣ			
Security	ਸੁਰੱਖਿਆ			
SIM Card	ਗਾਹਕ-ਪਛਾਣ-ਪੱਤਰ			
Slide Show	ਸਰਕਵਾਂ-ਪ੍ਰਦਰਸ਼ਣ			
Smart	ਆਧੁਨਿਕ			
SMS	ਸੰਖੇਪ-ਸਨੇਹਾ-ਸੇਵਾ			
Software	ਆਦੇਸ਼ਕਾਰੀ			
Speaker	ਸੁਨੀ-ਨਤੀਜਾ-ਜੰਤਰ			
Spell Checker	ਸ਼ਬਦ-ਜੋੜ ਜਾਂਚਕ			
Spread Sheet	ਵਿਸਥਾਰੀ-ਤਲ-ਅਮਲਕਾਰੀ			
Storage Device	ਸੰਗ੍ਰਹਿਤ ਯੰਤਰ			
Text	ਲਿਖਣ			
Tool Box	ਸੰਦ-ਬਕਸਾ			
Touch Technique	ਛੋਹ-ਤਕਨੀਕ			
Type	ਅਕਸ਼ਰਕਰ			

Amang Yadwinder Singh



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ASIAN EDUCATIONAL INSTITUTE PATIALA
(An Autonomous College)
FOR SESSION:-2026-27
Subject Code :BCA201T
B.C.A Part - I (Semester II)
General English - II

Credits :02
Time: 1.5 Hours.
External Examination: 35 Marks
Internal Examination : 15Marks

Total Marks: 50
Mini Pass Marks : 35%.

Course Outcomes

After completing this course, students will be able to:

1. Write clear paragraphs, stories, and informal letters.
2. Use basic English vocabulary correctly in speech and writing.
3. Communicate effectively in everyday situations.
4. Understand and apply grammar rules from the prescribed units.
5. Improve reading, writing, listening, and speaking skills.

COURSE CONTENT

UNIT I

A) Composition and Writing Skills. Orient Black swan 2016.

I. Section One: Composition and writing skills

- a) Letter Writing -Official (or Formal) Letters
- b) E-mails
- c) Essay writing
- d) Summary writing

2. Section Two: Vocabulary

Basic Vocabulary- List A (Pages 153-157)

UNIT II

B) The following texts are prescribed:

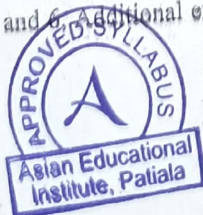
Interchange, 5th Edition (with digital puck) vol. 1 Cambridge University Press, 2021 (Units 9-

13)

1. Unit-9 What does she look like?
2. Unit-10 Have you ever been there?
3. Unit- 11 It's a really nice city.
4. Unit-12 It's important to get rest.
5. Unit-13 What would you like?

C) English Grammar in Use, 3rd Edition by Raymond Murphy, Cambridge University Press, 2019. The following units are to be studied:

Units 82-91 and Appendices 5 and 6. Additional exercises from the book that are relevant to the prescribed Units.



Yashwinder Singh

BCA126207P SEC- 2: EFFECTIVE PRESENTATION SKILLS

Total Marks: 100

External Examination: 70

Internal Assessment: 30

Credits: 3

Maximum Time: 3 Hours

Minimum Pass Marks: 35%

Lectures to be delivered: 55-60 Hours

L:1 T:0 P:4

1) Introduction to Presentation Software: PowerPoint, LibreOffice, Google Slides, Canva:

- Basics of Presentation Interface, Creating and saving a presentation
- Understanding slides, layouts, and templates, Using slide sorter and outline views

2) Designing Effective Slides

- Text formatting and bulleting, Using themes, backgrounds, and color schemes
- Inserting and editing images, shapes, icons, SmartArt and charts for data visualization

3) Enhancing Presentations

- Adding transitions and animations, Embedding audio and video
- Using hyperlinks and action buttons, Slide Master and custom templates

4) Presentation Planning & Structure

- Structuring a presentation: Introduction, Body, Conclusion, Slide content planning: Less text, more visuals
- Principles of effective visual communication, Common design mistakes to avoid

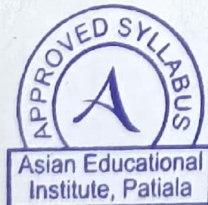
5) Presentation Delivery Skills

- Public speaking fundamentals, Voice modulation, body language, and eye contact
- Handling audience questions, Practicing with timer and rehearsing slide show

6) Practical Exercises & Final Project

- Create presentations for different purposes:
 - Academic topic
 - Product pitch
 - Event invitation
 - Report summary
- Final Individual Presentation: 5–10 slides on a topic of choice
- Peer Review and Self-evaluation

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Heav

Yadwinder Singh

The breakup of marks for the course:

i.	Internal Assessment	30 Marks
ii.	Viva Voce (External Evaluation)	30 Marks
iii.	Lab Record, Program Development and Execution (External Evaluation)	30 Marks
iv.	Lab Attendance	10 Marks



Amans.

*Vel
S. Gupta*

Vedwinder Singh