



# A T M E

College of Engineering



## DEPARTMENT OF BACHELOR OF COMPUTER APPLICATIONS

### LESSON PLAN & WORK-DONE DIARY FOR AY:2024-25, ODD SEMESTER

Course with Code: Computer Essentials – BCA104				Faculty: Prof. Prashant R Kaigaddi		Semester & Section: I Sem		
Class No.	Date planned (DD/MM)	Topics to be covered	TLP Planned	Class No.	Date of Conduction (DD/MM)	Topics Covered	TLP Executed	Remarks if any deviation
<b>MODULE-1</b>								
1		History of Computing (Early computers, Generations of computers)	PPT+ Chalk & Talk	1				
2		Data Storage Concepts: Bits, Bytes, Storage Units	PPT+ Chalk & Talk	2				
3		Main Memory: RAM, ROM, Cache	PPT+ Chalk & Talk	3				
4		Mass Storage: HDD, SSD, Optical storage	PPT+ Chalk & Talk	4				
5		Representing Information as Bit Patterns	PPT+ Chalk & Talk	5				
6		Binary Number System	PPT+ Chalk & Talk	6				
7		Computer Architecture (CPU, ALU, CU)	PPT+ Chalk & Talk	7				
8		Machine Language & Program Execution	PPT+ Chalk & Talk	8				



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MODULE-2								
Class No.	Date planned (DD/MM)	Topics to be covered	TLP Planned	Class No.	Date of Conduction (DD/MM)	Topics Covered	TLP Executed	Remarks if any deviation
9		Introduction & History of Operating Systems	PPT+ Chalk & Talk	9				
10		Operating System Architecture	PPT+ Chalk & Talk	10				
11		Types of Operating Systems	PPT+ Chalk & Talk	11				
12		Process Management & Coordination	PPT+ Chalk & Talk	12				
13		Handling Competition Among Processes	PPT+ Chalk & Talk	13				
14		Memory & Resource Management	PPT+ Chalk & Talk	14				
15		OS Security Concepts	PPT+ Chalk & Talk	15				
16		OS Functions – Summary & Discussion	PPT+ Chalk & Talk	16				



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### MODULE-3

Class No.	Date planned (DD/MM)	Topics to be covered	TLP Planned	Class No.	Date of Conduction (DD/MM)	Topics Covered	TLP Executed	Remarks if any deviation
17		Introduction to Data Communication	PPT+ Chalk & Talk	17				
18		Components of Data Communication	PPT+ Chalk & Talk	18				
19		Data Representation & Data Flow	PPT+ Chalk & Talk	19				
20		Network Criteria (Performance, Reliability, Security)	PPT+ Chalk & Talk	20				
21		Physical Structures of Networks	PPT+ Chalk & Talk	21				
22		Network Types (LAN, MAN, WAN)	PPT+ Chalk & Talk	22				
23		Internet History & Evolution	PPT+ Chalk & Talk	23				
24		Networking Overview & Revision	PPT+ Chalk & Talk	24				



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### MODULE-4

Class No.	Date planned (DD/MM)	Topics to be covered	TLP Planned	Class No.	Date of Conduction (DD/MM)	Topics Covered	TLP Executed	Remarks if any deviation
25		Introduction to Office Tools	PPT+ Chalk & Talk	25				
26		Creating, Saving, Opening Files	PPT+ Chalk & Talk	26				
27		Working with Files & Folders	PPT+ Chalk & Talk	27				
28		Ribbon, Tabs & Quick Access Toolbar	PPT+ Chalk & Talk	28				
29		Context Menus & Mini Toolbar	PPT+ Chalk & Talk	29				
30		Keyboard Shortcuts	PPT+ Chalk & Talk	30				
31		Organizing & Customizing Files	PPT+ Chalk & Talk	31				
32		Usage of Office Tools – Summary	PPT+ Chalk & Talk	32				



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### MODULE-5

Class No.	Date planned (DD/MM)	Topics to be covered	TLP Planned	Class No.	Date of Conduction (DD/MM)	Topics Covered	TLP Executed	Remarks if any deviation
33		File Concept & Access Methods	PPT+ Chalk & Talk	33				
34		Directory & Disk Structure	PPT+ Chalk & Talk	34				
35		File-System Mounting & Sharing	PPT+ Chalk & Talk	35				
36		Protection & Security	PPT+ Chalk & Talk	36				
37		File-System Structure & Implementation	PPT+ Chalk & Talk	37				
38		Allocation Methods & Free-Space Management	PPT+ Chalk & Talk	38				
39		Efficiency, Performance & Recovery	PPT+ Chalk & Talk	39				
40		Module Review & Course Wrap-up	PPT+ Chalk & Talk	40				



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	Activity	Planned	Actual	Remarks
1	Theory Classes	40		
2	Assignments/Quizzes/Activity/ Self-study	1/2		
3	Tutorials/ Extra classes	2		
4	Internal Assessments	3		
5	ICT based Teaching (% of usage in Curriculum)	100%		
<b>Planning</b>			<b>Execution</b>	
<b>Faculty Signature:</b>			<b>Faculty Signature:</b>	
<b>HoD Signature:</b>			<b>HoD Signature:</b>	