

**STUDY AND EVALUATION SCHEME FOR  
P.G. DIPLOMA IN COMPUTER APPLICATION  
FIRST SEMESTER**

S. No	Subject	L	T	P	TOT	EVALUATION SCHEME						Total Marks
						Internal Assessment		External Assessment (Examination)				
		Periods/Week				Theory	Practical	Theory		Practical		
		Max. Marks	Max. Marks	Max. Marks	Hrs	Max. Marks	Hrs					
1.1	Communication Skills& Business Correspondence	4	-	4	8	20	30	80	2.5	50	3.0	180
1.2	Computer Fundamentals	6	-	-	6	20	-	80	2.5	-	-	100
1.3	Operating Systems and Application	4	-	4	8	20	30	80	2.5	50	3.0	180
1.4	Office Applications	-	-	6	6	-	30	-	-	100	3.0	130
1.5	Programming Fundamentals with C	4	-	4	8	20	30	80	2.5	50	3.0	180
1.6	Internet & Web Designing	4	-	4	8	20	30	80	2.5	50	3.0	180
Industrial Exposure (Assessment at Institute Level)+		-	-	-	-	-	25	-	-	-	-	25
General Proficiency #		-	-	4	4	-	25	-	-	-	-	25
Total		22	-	26	48	100	200	400	-	300	-	1000

# General Proficiency will comprise of various co-curricular activities like games, hobby clubs, seminars, declamation contests, extension lectures, NCC, NSS and cultural activities etc.

**Note:** 1- Each period will be 50 minutes. 2- Each session will be of 16 weeks. 3- Effective teaching will be at least 12.5 weeks.

+ Industrial Visit