

34037- COMPUTER APPLICATIONS PRACTICAL IN ELECTRONICS

DETAILED SYLLABUS

OBJECTIVES

On completion of the following exercises, the students must be able to

Understand the Windows operating systems, word processing

Analyze the data sheet

Create and manipulate the database Prepare PowerPoint presentation

Understand Internet concepts and usage of e-mail

Understand simulation of characteristics of various electronic components using electronics device automation tools.

LIST OF EXPERIMENTS

SECTION I

Exercise in WINDOWS

1. Install screen saver and change the monitor resolution by 1280X960
2. Setting wall papers
3. Creating, moving, deleting and renaming a folder
4. Copying files into CD/DVD
5. Recording and saving an audio file
6. Set/Change the date and time.

Exercise in WORD PROCESSING

1. Create a standard covering letter and use mail merge to generate the customized letters for applying to a job in various organizations. Also, create a database and generate labels for the applying organizations.
2. Create a news letter of three pages with two columns text. The first page contains some formatting bullets and numbers. Set the document background colour and add 'confidential' as the watermark. Give the document a title which should be displayed in the header. The header/ footer of the first page should be different from other two pages. Also, add author name and date/ time in the header. The footer should have the page number.

Exercises in SPREADSHEET

1. Create a table of records with columns as Name and Donation Amount. Donation amount should be formatted with two decimal places. There should be at least twenty records in the table. Create a conditional format to highlight the highest donation with blue colour and lowest donation with red colour. The table should have a heading.
2. Prepare line, bar and pie chart to illustrate the subject wise performance of the class for any one semester.

Exercise in DATABASE

Prepare a payroll for employee database of an organization with the following details: Employee Id, Employee name, Date of Birth, Department and Designation, Date of appointment, Basic pay, Dearness Allowance, House Rent Allowance and other deductions if any. Perform simple queries for different categories.

Exercise in POWER POINT

Create a Presentation on a mini project with ten different slide transitions with sound effect.

Exercise in INTERNET

- a) Create e-mail id and perform the following.
 - i. Write an e-mail inviting your friends to your birthday party.
 - ii. Make your own signature and add it to the email message.
 - iii. Add a word attachment of the venue route
- b) Send the e-mail to at least 2 of your friends.

SECTION II

Exercises in SIMULATION TOOLS

1. Simulate VI characteristics of PN junction diode.
2. Simulate VI characteristics of LED.
3. Simulate VI characteristics of Zener diode.
4. Simulate VI characteristics of NPN transistor.
5. Simulate VI characteristics of FET.
6. Simulate VI characteristics of UJT.
7. Simulate VI characteristics of SCR.