

# SRI MAHAYOGI LAKSHMAMMA GOVERNMENT DEGREE COLLEGE



(Affiliated to Rayalaseema University, Kurnool.)  
Near Hanumapuram, Adoni Road, YEMMIGANUR-518360  
Kurnool District, Andhra Pradesh.



e-mail: [yemmiganur.gdc@gmail.com](mailto:yemmiganur.gdc@gmail.com) website: [www.gdcyemmiganur.ac.in](http://www.gdcyemmiganur.ac.in)

## CERTIFICATE COURSE

ON

## FUNDAMENTALS OF COMPUTER

Organized by

**Department of Computer Application**

2022-2023

From 01.12.2022 to 06.01.2023

Course Coordinator  
Sri K Manoranjan Kumar  
Lecturer in Computer Applications

InCharge  
P Balaramudu  
Lecturer in Commerce

Dr.K.Mahaboob Basha

Principal

**Department of Computer Applications**

SRI MAHAYOGI LAKSHMAMMA GOVERNMENT DEGREE COLLEGE

Near Hanumapuram Yemmmiganur-518360

\* For Course Information and Details Please Contact the Course Coordinator for the above Said Certificate Course.

\* For registration please contact no: 9949426246 or mail to [manoranjan9949@gmail.com](mailto:manoranjan9949@gmail.com)

\* After completion of certificate Course only certificate will be issued.



30-11-2022

Department meeting

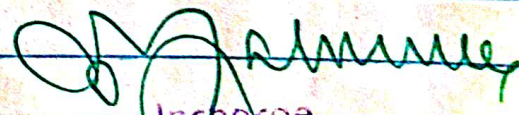
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The Department of computer Applications has met in the department regarding to discussion on certificate course for Bcom (Gen) students. & Resolution as following

⇒ To conduct certificate course on Fundamentals of Computer for Bcom Gen Students from 01/12/2022 to 06/01/2023.

⇒ This certificate course will enhance their additional Skill to Bcom course.

1) H. Manu



Incharge  
Dept. of Computer Application  
Sri Mahayogi Lakshamma  
Govt. Degree College  
Yemmiganur - 518 360.

H. Prabhakar Reddy  
PRINCIPAL

SRI MAHAYOGI LAKSHMAMMA  
GOVT. DEGREE COLLEGE  
YEMMIGANUR - 518360.  
Kurnool (Dist.) A.P.

# INDEX

SRI MAHAYOGI LAKSHMAMMA GOVERNMENT DEGREE COLLEGE

YEMMIGANUR, KURNOOL DIST.

Affiliated to Rayalaseema University, Kurnool - 518360, A.P.



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**SRI MAHAYOGI LAKSHMAMMA GOVERNMENT DEGREE COLLEGE**  
**YEMMIGANUR, KURNOOL DIST.**  
Affiliated to Rayalaseema University, Kurnool - 518360, A.P.



**PERMISSION LETTER**

Yemmiganur  
Date: 30-11-2022

From,  
K Manoranjan Kumar  
Lecturer in Computer App.

To,  
The Principal,  
SML Govt. Degree College,  
Yemmiganur.

Respected Sir,

Sub: The Department of Computer Applications – Request for permission – Certificate Course – Computer Fundamentals – Reg.

\*\*\*\*\*

This is for your kind notice that the Department of Computer Applications needs to start a Certificate Course on Computer Fundamentals with the duration of 30 days for 30 hours in the month of Dec 2022 & Jan 2023 without affecting the regular class work. In this regard, permission may be accorded to start afore mentioned course.

Thanking you sir,

Yours sincerely,

K. Manoranjan Kumar  
Lect in Computer Applications



ESTD : 1982

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**SRI MAHAYOGI LAKSHMAMMA GOVERNMENT DEGREE COLLEGE**  
**YEMMIGANUR, KURNOOL DIST.**

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**DEPARTMENT OF COMPUTER APPLICATIONS**  
**CERTIFICATE COURSE -CIRCULAR**

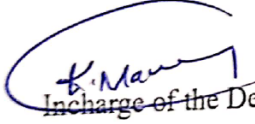
All II year students are here by informed that the Department of Computer Applications will start a certificate course on Computer Fundamentals on 1<sup>st</sup> December 2022. Those who are interested to join the course from (B.COM Gen), they have to enroll their names with K Manoranjan Kumar in charge of Computer Applications and certificate will be given after the completion of the course.

Name of the Course: COMPUTER FUNDAMENTALS

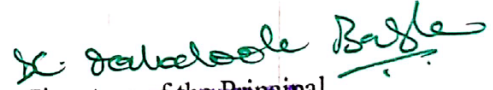
Duration of the course: 30 Hours

Commencement of the Course: 01-12-2022,

Time schedule of the classes: 9 AM to 10 AM

  
Incharge of the Department

1.

  
Signature of the Principal  
**PRINCIPAL**  
**S.M.L. Govt. Degree College**  
**YEMMIGANUR, Kurnool (Dt.)**





ESTD : 1982

# SRI MAHAYOGI LAKSHMAMMA GOVERNMENT DEGREE COLLEGE YEMMIGANUR, KURNOOL DIST.

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## DEPARTMENT OF COMPUTER APPLICATIONS

### SUMMARY OF THE CERTIFICATE COURSE

The Department of Computer Applications was started Certificate Course on 01-12-2022 with the duration of 30 days for 30 hours from 01-12-2022 to 06-01-2023. Dr.K.Mahaboob Basha, Principal of the SML Govt.Degree College inaugurating the course and explain the importance of Computers Fundamentals present scenario. The class was conducted from 9 AM to 10 AM in working days. The valedictory function was held on 06-01-2023. The Principal distributed course completion certificate and appreciated the faculty for successful completion of course. This course very useful for B.COM Gen students to know the basics of Computers and its relation with other sciences and understanding the exploration, excavation methods and conservation techniques. 18 students completed the course and received the certificate course in Computer Fundamentals for the Academic year 2022-23.

#### Outcomes:

Report!-

#### FUNDAMENTALS OF COMPUTER

What is Computer?

Computer is an advanced electronic device that takes raw data as input from the user and processes these data under the control of set of instructions (called program) and gives the result (output) and saves output for the future use. It can process both numerical and non-numerical (arithmetic and logical) calculations.

**A computer has four functions:**

- accepts data Input
- processes data Processing
- produces output Output
- stores results Storage Input (Data):

COMPUTER SYSTEM = HARDWARE + SOFTWARE+ USER

- Hardware = Internal Devices + Peripheral Devices All physical parts of the computer (or everything that we can touch) are known as Hardware.
- Software = Programs Software gives "intelligence" to the computer.
- USER = Person, who operates computer.

Major parts of the Computer: Input Devices





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YEMMIGANUR, KURNOOL DIST.

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DEPARTMENT OF COMPUTER APPLICATIONS

Willingness of the students for the Certificate course on Computer Fundamental

S.No	Hall Ticket No	Name of the Student	Group/Class	Mobile No	Signature of the Student
1	21232049003	AREKANTI KARTHIK	II B.com Gen	8523096642	A. Kartik
2	21232049005	BANNELA NAGAPPA	II B.com Gen	7013093741	B. Nagappa
3	21232049011	BOYA VENKANNA	II B.com Gen	9347678247	B. Venkatesh
4	21232049016	DEVALLA PULIKONDA	II B.com Gen	9553727951	D. pulikonda
5	21232049018	EDIGA RAJU	II B.com Gen	7013550062	Ediga. Raju
6	21232049019	EDIGA VISHNU VARDHAN	II B.com Gen	8688668828	E. vardhan
7	21232049020	GOLLA LAKSHMANNA	II B.com Gen	6301281070	G. Lakshmananna
8	21232049024	GUVVALA VENKATESH	II B.com Gen	6303180375	G. Venkatesh
9	21232049025	KAKI RANGASWAMY	II B.com Gen	7396925442	K. Ranga Swami
10	21232049029	KURUVA LINGAPPA	II B.com Gen	8008475092	K. Lingappa
11	21232049030	KURUVA RAMI REDDY	II B.com Gen	9100853276	K. Ramireddy
12	21232049041	PANDIKONA SAMSON	II B.com Gen	9989758987	P. Samson
13	21232049042	POLKANTI RAJ KUMAR	II B.com Gen	8498948474	P. Rajkumar
14	21232049044	SATHARLA VEERESH	II B.com Gen	7671819023	S. Veeresh
15	21232049046	SESHAPPAGARI CHANDRA SEKHAR	II B.com Gen	7569162239	S. chandra Sekhar
16	21232049047	SHAIK FAREED BASHA	II B.com Gen	9014544970	S. Fareed Basha
17	21232049048	SIKKEM VAMSHI	II B.com Gen	7013150442	S. Vamshi
18	21232049049	TELUGU SIVA RAMUDU	II B.com Gen		T. siva Ramudu

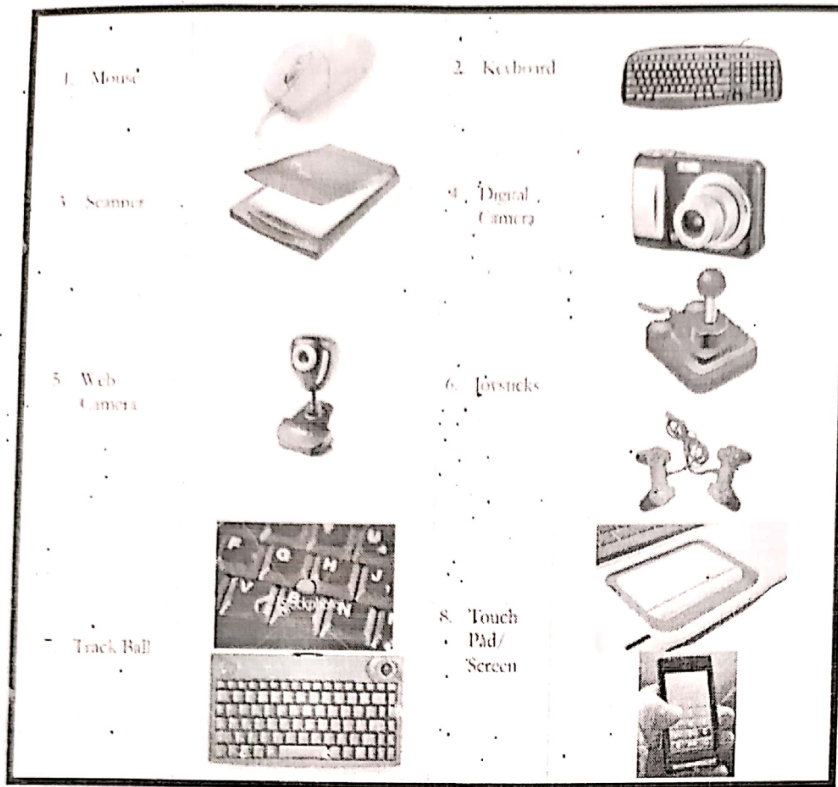
Incharge of the Department

1.

2.


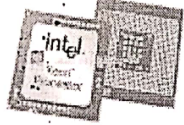
Dr. K. Mahalingam Reddy  
**PRINCIPAL**

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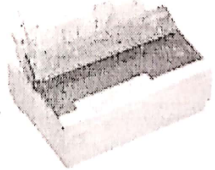

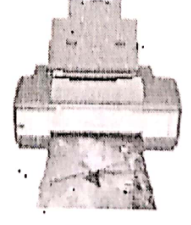
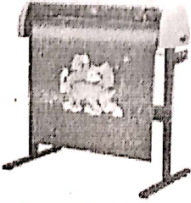
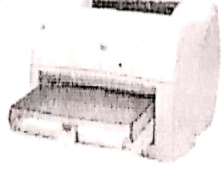
### Processor

CENTRAL PROCESSING UNIT (CPU)

The main unit inside the computer is the CPU. This unit is responsible for all events inside the computer. It controls all internal and external devices, performs arithmetic and logic operations. The CPU (Central Processing Unit) is the device that interprets and executes instructions.

### Output Devices

1. Monitor		2. Printer (Dot Matrix)	
3. Projector		Inkjet	
4. Plotter		Laser	

**Storage Devices**

**1. Primary memory (main memory)**

A. RAM Random Access Memory Read/Write Memory



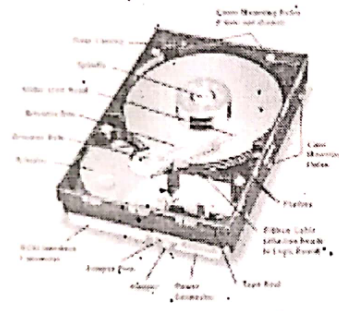
B. ROM Read-only memory



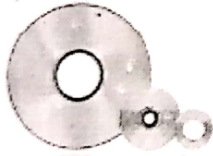
**2. Secondary memory (storage devices)**

- A. Hard Disk / Fixed Disk
- B. Optical Discs - CD, DVD, Blu-ray Discs
- C. Zip Drive
- D. Zip Disk
- E. Flash Drive
- F. Memory Card
- G. External Hard Disk

A. Hard Disk



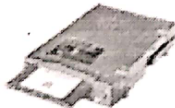
B. Optical Discs



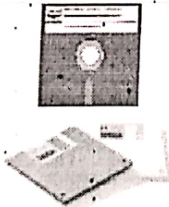
F. Flash Drive



D. Zip Drive



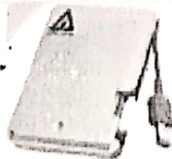
F. Floppy Disk



E. Memory Card

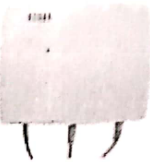


G. External Hard Drive

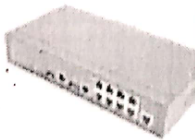


**Peripheral Devices**

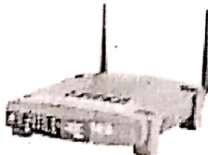
1. The Modem



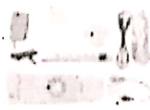
2. Network Hub

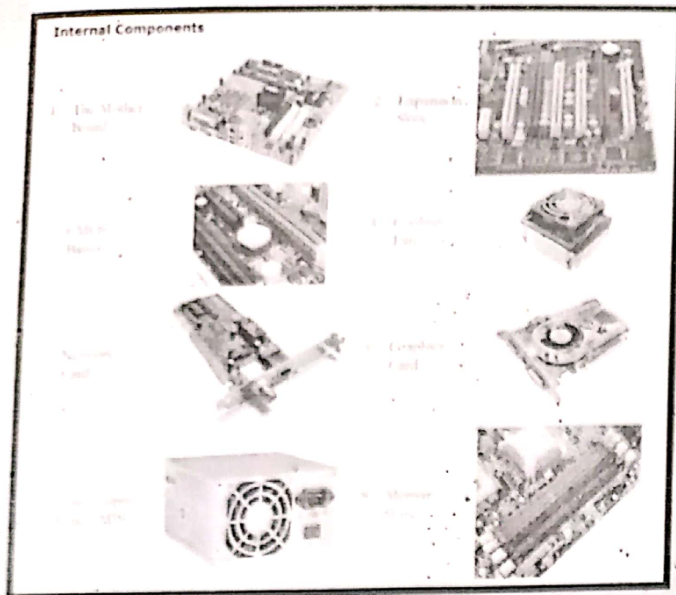


3. Router



4. TV Tuner Card





## Software

**Software**, simply are the computer programs. The instructions given to the computer in the form of a program is called Software. Software is the set of programs, which are used for different purposes. All the programs used in computer to perform specific task is called Software.

### Types of software

1. System software: a) Operating System Software DOS, Windows XP, Windows Vista, Unix/Linux, MAC/OS X etc. b) Utility Software Windows Explorer (File/Folder Management), Windows Media Player, AntiVirus Utilities, Disk Defragmentation, Disk Clean, BackUp, WinZip, WinRAR
2. Software Software, simply are the computer programs. The instructions given to the computer in the form of a program is called Software. Software is the set of programs, which are used for different purposes.
3. All the programs used in computer to perform specific task is called Software. Types of software 1. System software: a) Operating System Software DOS, Windows XP, Windows Vista, Unix/Linux, MAC/OS X etc. b) Utility Software Windows Explorer (File/Folder Management), Windows Media Player, Anti Virus Utilities, Disk Defragmentation, Disk Clean, Back Up, WinZip, WinRAR.

Signature of the Lecturer

*K. Narayana*

*S. C. Subashankar*  
Signature

**PRINCIPAL**  
**SRI MAHAYOGI LAKSHMANNA**  
**GOVT. DEGREE COLLEGE**  
**YEMMIGANUR - 518360.**  
**Kurnool (Dist.) A.P.**

SML GOVERNMENT DEGREE COLLEGE, YEMMIGANUR

DEPARTMENT OF COMPUTER APPLICATIONS

CERTIFICATE COURSE

on

COMPUTER FUNDAMENTALS

SYLLABUS

UNIT	NAME OF THE TOPIC	HOURS
1	INTRODUCTION COMPUTER, FUNCTIONAL OF DIAGRAM COMPUTER & OVERVIEW OF COMPUTER & INPUT, OUTPUT DEVICES	6
2	INTRODUCTION TO STORAGE DEVICES- OVERVIEW COMPUTER MEMORY & MEMORY MANAGEMENT	6
3	WORKING OF CPU, COMPONENTS OF MOTHER BOARD & CABINET, POWER SUPPLY & UPS	6
4	OPERATING SYSTEM- SYSTEM SOFTWARE & APPLICATION SYSTEM, UTILITY SOFTWARE TOOLS	6
5	OVERVIEW OF COMPUTER HARDWARE & SOFTWARE, INTRODUCTION TO INTERNET & NETWORKING MULTIMEDIA	6

## TIME TABLE

Day	Morning Session
Monday	9 AM to 10 AM
Tuesday	9 AM to 10 AM
Wednesday	9 AM to 10 AM
Thursday	9 AM to 10 AM
Friday	9 AM to 10 AM
Saturday	9 AM to 10 AM



# SRI MAHAYOGI LAKSHMAMMA GOVERNMENT DEGREE COLLEGE YEMMIGANUR, KURNOOL DIST.



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## DEPARTMENT OF COMPUTER APPLICATIONS

### STUDENT ATTENDANCE OF CERTIFICATE COURSE

S.N	Name of the student	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
1	AREKANTI KARTHIK	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
2	BANNELA NAGAPPA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
3	BOYA VENKANNA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
4	DEVALLA PULIKONDA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
5	EDIGA RAJU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
6	EDIGA VISHNU VARDHAN	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
7	GOLLA LAKSHMANNA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
8	GUVVALA VENKATESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
9	KAKI RANGASWAMY	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
10	KURUVA LINGAPPA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
11	KURUVA RAMI REDDY	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
12	PANDIKONA SAMSON	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
13	POLKANTI RAJ KUMAR	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
14	SATHARLA VEERESH	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
15	SESHAPPAGARI CHANDRA SEKHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
16	SHAIK FAREED BASHA	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
17	SIKKEM VAMSHI	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
18	TELUGU SIVA RAMUDU	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

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YEMMIGANUR, KURNOOL DIST.



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DEPARTMENT OF COMPUTER APPLICATIONS

STUDENT ATTENDANCE OF CERTIFICATE COURSE

S.No	Name of the student	21	22	23	24	25	26	27	28	29	30
1	AREKANTI KARTHIK	X	X	X	X	X	X	X	X	X	X
2	BANNELA NAGAPPA	X	X	X	X	X	X	X	X	X	X
3	BOYA VENKANNA	X	X	X	X	X	X	X	X	X	X
4	DEVALLA PULIKONDA	X	X	X	X	X	X	X	X	X	X
5	EDIGA RAJU	X	X	X	X	X	X	X	X	X	X
6	EDIGA VISHNU VARDHAN	X	X	X	X	X	X	X	X	X	X
7	GOLLA LAKSHMANNA	X	X	X	X	X	X	X	X	X	X
8	GUVVALA VENKATESH	X	X	X	X	X	X	X	X	X	X
9	KAKI RANGASWAMY	X	X	X	X	X	X	X	X	X	X
10	KURUVA LINGAPPA	X	X	X	X	X	X	X	X	X	X
11	KURUVA RAMI REDDY	X	X	X	X	X	X	X	X	X	X
12	PANDIKONA SAMSON	X	X	X	X	X	X	X	X	X	X
13	POLKANTI RAJ KUMAR	X	X	X	X	X	X	X	X	X	X
14	SATHARLA VEERESH	X	X	X	X	X	X	X	X	X	X
15	SESHAPPAGARI CHANDRA SEK HAR	X	X	X	X	X	X	X	X	X	X
16	SHAIK FAREED BASHA	X	X	X	X	X	X	X	X	X	X
17	SIKKEM VAMSHI	X	X	X	X	X	X	X	X	X	X
18	TELUGU SIVA RAMUDU	X	X	X	X	X	X	X	X	X	X

☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐

Signature of the Lecturer

1.

Principal

**SRI MAHAYOGI LAKSHMAMMA  
GOVT. DEGREE COLLEGE  
YEMMIGANUR - 518360.  
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## Model Question Paper

WRITE A BRIEF ANSWER TO FOLLOWING QUESTIONS.

- Q. 1 Discuss about various characteristics of computers
- Q. 2 Define a computer. Explain about various generations of computers.
- Q. 3 Illustrate block diagram of computer and explain its components.
- Q. 4 what is software? Explain various types of computer software's.
- Q. 5 what is Operating System? Discuss about some popular Operating Systems.
- Q. 6 Explain about CPU and Parts of CPU
- Q. 7 Explain about Storage devices in Computer
- Q. 8 Explain about Input & Output Devices of Computer
- Q. 9 What is Primary Memory & Secondary Memory
- Q. 10 Difference between ROM & RAM
- Q. 11 what is internet & Internet Services
- Q. 12 Explain Networking & Types of Networks
- Q. 13 what is LAN, MAN, WAN
- Q. 14 Explain about Characteristics of Computer
- Q. 15 Explain about Hardware components of Computer

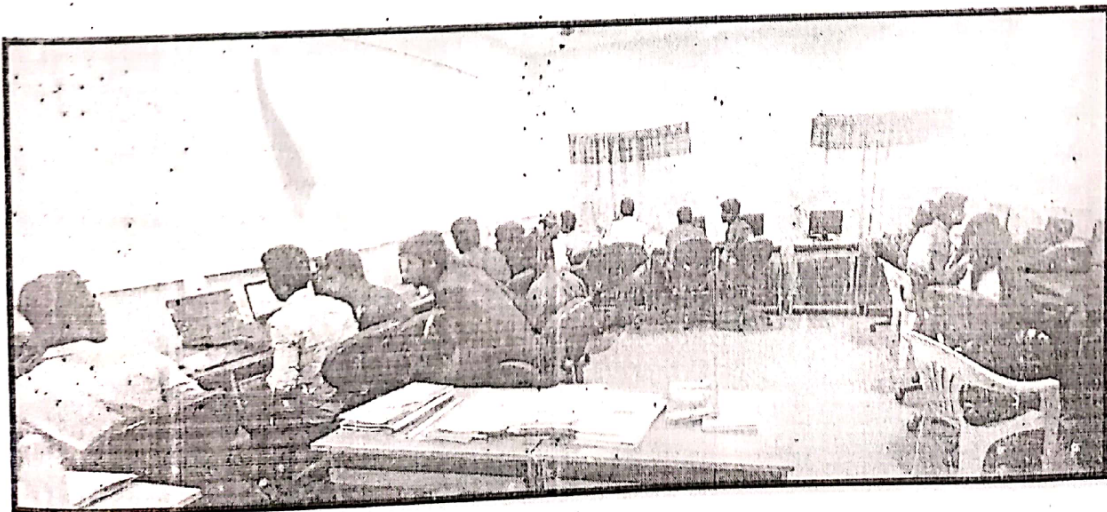
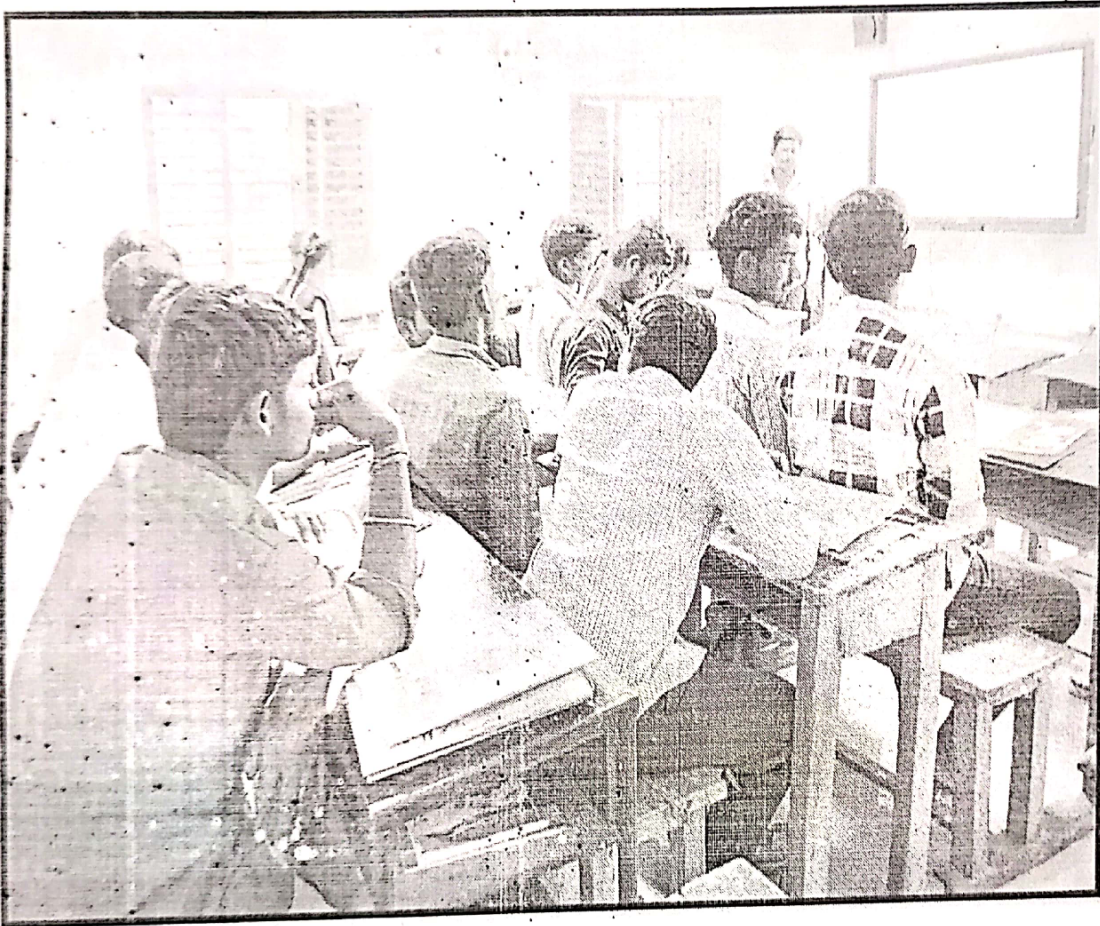


# SRI MAHAYOGI LAKSHAMMA GOVERNMENT DEGREE COLLEGE YEMMIGANUR, KURNOOL DIST.

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## STUDENT PARTICIPATION IN THE COURSE





SRI MAHAYOGI LAKSHMAMMA GOVERNMENT DEGREE COLLEGE  
YEMMIGANUR, KURNOOL DIST.



Affiliated to Rayalaseema University, Kurnool - 518360, A.P.

FEED BACK

1. Name of the student: S VAMSHI
2. Class & group : I B.COM G
3. Regd No : 21110049003
4. Opinion : 1. Excellent 2. Good 3. Satisfactory
5. Signature of the student: *S. Vamsi*

- 
1. Name of the student: K RAMIREDDY
  2. Class & group : I B.COM G
  3. Regd No : 21110049006
  4. Opinion : 1. Excellent 2. Good 3. Satisfactory
  5. Signature of the student: *K Ramireddy*

- 
1. Name of the student: E VISHNU VARDHAN GOUD
  2. Class & group : I B.COM G
  3. Regd No : 21110049007
  4. Opinion : 1. Excellent 2. Good 3. Satisfactory
  5. Signature of the student: *E. Vishnuvardhan Goud.*

- 
1. Name of the student: A KARTHIK
  2. Class & group : I B.COM G
  3. Regd No : 21110049021
  4. Opinion : 1. Excellent 2. Good 3. Satisfactory
  5. Signature of the student: *Akarthik*

- 
1. Name of the student: K RANGASWAMY
  2. Class & group : I B.COM G
  3. Regd No : 21110049025
  4. Opinion : 1. Excellent 2. Good 3. Satisfactory
  5. Signature of the student: *K. Ranga Swamy*



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**Department of Computer Applications**  
**Certificate of Participate**

This is to certify that Mr/Miss S Vamshi has attended Certificate Course in "Computer Fundamentals" has organized by Department of Computer Application, Sri Mahayogi Lakshamma Govt. Degree College, Yemmiganur from 22-08-2022 to 27-9-2022.

*K. Narayana*  
 Incharge of Computer Applications

*K. Subalaxmi*  
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