DEPARTMENT OF ARABIC

COURSE STRUCTURE & SYLLABI
(For the students admitted from year 2023-2024 onwards)

Programme : ADVANCED DIPLOMA IN COMPUTER APPLICATIONS WITH ARABIC (ADCAA) (ONE YEAR COURSE)

JAMAL MOHAMED COLLEGE (AUTONOMOUS)
Accredited with A++ Grade by NAAC (4th Cycle) with CGPA 3.69 out of 4.0
(Affiliated to Bharathidasan University)
TIRUCHIRAPPALLI – 620 020

ADVANCED DIPLOMA IN COMPUTER APPLICATIONS WITH ARABIC (ADCAA)
(ONE YEAR COURSE)

Sem	Course Code	Course Title	Ins. Hrs / Week	Credit	Marks CIA	Marks ESE	Total
I	23ADCAA1CC1	Basic Computer and IT	3	3	25	75	100
	23ADCAA1CC2P	Basic Computer and IT - Practical	3	3	20	80	100
	23ADCAA1CC3P	Type Writing in Arabic - Practical	3	3	20	80	100
	23ADCAA1CC4P	ICT - Practical	3	3	20	80	100
		Total	**12**	**12**	**85**	**315**	**400**
II	23ADCAA2CC5	Computer Hardware	3	3	25	75	100
	23ADCAA2CC6P	Computer Hardware - Practical	3	3	20	80	100
	23ADCAA2CC7P	MS Office with Arabic - Practical	3	3	20	80	100
	23ADCAA2CC8P	Corel Draw, Page Maker and Photoshop - Practical	3	3	20	80	100
	23ADCAA2CC9P	Project	3	3	-	100	100
		Total	**15**	**15**	**85**	**415**	**500**
		Grand Total	**27**	**27**	**170**	**730**	**900**

Eligibility: Final year UG Students with Arabic as Part - I Language.

Semester	Course Code	Course Category	Hours/Week	Credits	Marks for Evaluation		
					CIA	ESE	Total
I	23ADCAA1CC1	Core - I	3	3	25	75	100

Course Title	Basic Computer and IT

SYLLABUS		
Unit	**Contents**	**Hours**
I	Page no: (154 to 155) Arabic Computer Terminology.	**09**
II	**INTRODUCTION TO COMPUTER SYSTEMS**: * Introduction to Computers – Classification of Digital Computer Systems * – Anatomy of a Digital computer: Functions of a computer-CPU-memory – Memory Units.	**09**
III	**COMPUTER SOFTWARE AND SOFTWARE DEVELOPMENT**: Introduction to Computer Software. **Operating System**: Introduction – Function of Operating System – Classification of OS.	**09**
IV	**TELECOMMUNICATION**: **Computer Networks**: Overview of a Network – Communication Media – Types of Networks – Network Topologies – Network Protocols – Network Architecture.	**09**
V	***MS WORD**: Starting Word – Creating Documents – Parts of Word Window – Mouse Operation - Keyboard Operation – The Most Important Keys – Menus – commands – toolbars and their Icons. **MS POWERPOINT**: Introduction – Menus – Toolbars – Navigating in PowerPoint – Working with PowerPoint. *	**09**

   ………….. Self Study

Text Book(s):
T.B-1 Unit 1: Dr.S.K.Bahmani, Easy Steps to Functional Arabic, Alif Books & Prints, 2012.
T.B-2 Unit 2 to 4: Alexis Leon and Mathews Leon, Fundamentals of IT, illustrated, Leon Techworld, 2000.
T.B-3 Unit 5: Singh Vishnu P., Simplified Ms Office 2007,Asian Publishers/Computech Publications Pvt Ltd, 2014.

Reference Book(s):

1. B.Ram, Computer Fundamentals (Architecture and Organization), New Age International Pvt Ltd., 3rd Edition, 2005.
2.Sanjay Saxena,Introduction to Information Technology,Vikas Publishing,2010.

Web Resource(s):

1.https://www.msuniv.ac.in/images/e-content/6.Computer%20%20Fundamentals%20and%20Office%20Automation.pdf

	Course Outcomes	
Upon successful completion of this course, the student will be able to:		
CO No.	**CO Statement**	**Cognitive Level (K-Level)**
CO1	Define Computer terms and terminologies in Arabic	**K 1**
CO2	Describe aboutcomputers and Microsoft Windows	**K 2**
CO3	Explain the role of Operating Systems, programs, and apps.	**K 3**
CO4	Analyze computer networks and its communications.	**K 4**
CO5	Evaluate computer skills for professional purposes in the future.	**K 5**

Relationship Matrix:

Course Outcomes (COs)	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	**PO2**	**PO3**	**PO4**	**PO5**	**PSO1**	**PSO2**	**PSO3**	**PSO4**	**PSO5**	
CO1	3	2	3	3	3	2	3	2	3	2	2.6
CO2	3	2	3	2	3	3	2	2	3	3	2.6
CO3	2	3	2	2	2	2	2	3	2	3	2.3
CO4	3	2	3	3	3	2	3	2	3	3	2.7
CO5	2	3	3	2	2	3	3	3	2	1	2.4
										Mean Overall Score	2.52
										Correlation	**High**

Mean Overall Score	Correlation
< 1.5	Low
≥ 1.5 and < 2.5	Medium
≥ 2.5	High

Course Coordinator: Dr. A.ABDUL RASHEED

Semester	Course Code	Course Category	Hours/Week	Credits	Marks for Evaluation		
					CIA	ESE	Total
I	23ADCAA1CC2P	Core - II	3	3	20	80	100

Course Title	Basic Computer and IT - Practical

SYLLABUS		
Unit	Contents	Hours
I	**MS WORD** 1. (i) Prepare a Letter with correct alignment. (ii) Prepare a Resume. (iii) Prepare a document in newspaper format. (iv) Prepare a document with bullets, Headers and Footers.	**09**
II	**2**. (i) Create a Mark Sheet using table and find out the total marks. (ii) Prepare a Greeting Card. (iii) Prepare a Marriage Invitation. (iv) Prepare a Handout.	**09**

III	**3. Creation of Documents using template creation of template**
	    (i) Prepare a letter using any Template.
	4. Mail Merge Concept
	  (i) Prepare a business letter for more than one company using mail merge.
	5. Copying text and Pictures from excel
	  (i) Draw a chart in excel and paste it on word.
		09

IV	**MS POWER POINT** **6.** Creating Presentation using Blank Presentation. **7.** Creating Presentation using Auto Content Wizard. **8.** Customizing background of slide master.	**09**
V	**MS POWER POINT** **9.** Working with Graph and Objects. **10**. Slide transition and animation. **11.** *Usage of Design templates.**MS PAINT** **12.** (i) Editing a Image. (ii) Create a new Picture with paint tool bars. *	**09**

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Text Book(s):
Singh Vishnu P., Simplified Ms Office 2007,Asian Publishers/Computech
Publications Pvt Ltd., 2014.

Reference Book(s):

1. Kumar Bittu, Mastering MS Office, V&S Publishers, Kindle Edition, 2017**.**

Web Resource(s):

1.https://support.microsoft.com/en-us/office/word-for-windows-training-7bcd85e6-2c3d-4c3c-a2a5-
    5ed8847eae73?wt.mc_id=otc_home

	Course Outcomes	
CO No.	**CO Statement**	**Cognitive Level (K-Level)**
	Upon successful completion of this course, the student will be able to:	
CO1	Define about the computer operation and its applications.	**K 1**
CO2	Discover creativity, and innovative methods in MS Word.	**K 2**
CO3	Develop Skills to use the computer system with professionalism.	**K 3**
CO4	Explain the use of MS Word and its application.	**K 4**
CO5	Evaluate presentation skills in MS-Power point.	**K 5**

Relationship Matrix:

Course Outcomes (COs)	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	**PO2**	**PO3**	**PO4**	**PO5**	**PSO1**	**PSO2**	**PSO3**	**PSO4**	**PSO5**	
CO1	3	2	3	0	3	1	3	3	3	3	2.4
CO2	3	3	2	3	3	3	3	3	2	1	2.6
CO3	3	3	3	3	3	3	3	3	2	3	2.9
CO4	3	3	3	3	3	3	3	2	3	3	2.9
CO5	2	3	3	3	1	2	3	3	3	2	2.5
Mean Overall Score											2.6
Correlation											**High**

Mean Overall Score	Correlation
< 1.5	Low
≥ 1.5 and < 2.5	Medium
≥ 2.5	High

Course Coordinator: Dr. A.ABDUL RASHEED

Semester	Course Code	Course Category	Hours/Week	Credits	Marks for Evaluation		
					CIA	ESE	Total
I	23ADCAA1CC3P	Core - III	3	3	20	80	100

Course Title	Type Writing in Arabic - Practical

SYLLABUS		
Unit	Contents	Hours
I	Introduction:Arabic letters in the keyboard, How to place your hands on the keyboardand Keyboard Set up.	09
II	Practise the keyboard's middle row, upper row and its words,	09
III	Practise the keyboard's lower row and Arabic numbers and their words,	09
IV	*Type an Arabic Passage, letters, News Paper, and Magazine typing.	09
V	Practise Arabic short and long vowels keys	09

Text Book(s):

Dr.Haneef Palliyath, Secretarial Practice in Arabic,by Al-Huda Book Stall, Calicut,

Kerala. Third Revised Edition,2003.

Reference Book(s):

Dr.K.Mujeeb Rahman, Arabic Typing, Modern Book House, Royapettah, Chennai-14.

Web Resource(s):

1.https://www.techwalla.com/articles/how-to-write-arabic-in-ms-word

Course Outcomes		
Upon successful completion of this course, the student will be able to:		
CO No.	CO Statement	Cognitive Level (K-Level)
CO1	List out the fundamental principles of Arabic keys and strokes.	K 1
CO2	Identify the working of shift keys for typing Arabic Sentences	K 2
CO3	Explain how, when and where totype Arabic words.	K 3
CO4	Analyze the methods to typesimple Arabic sentences.	K 4
CO5	Compare between he skills to type Arabic paragraph	K 5

Relationship Matrix:

Course Outcomes (COs)	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	2	0	3	3	1	3	3	3	1	2.2
CO2	3	3	2	3	3	3	3	3	2	1	2.6
CO3	2	3	3	3	3	3	2	3	2	3	2.7
CO4	3	3	3	2	3	3	3	2	3	3	2.8
CO5	3	3	3	3	1	2	3	3	3	2	2.6
Mean Overall Score											2.58
Correlation											**High**

Mean Overall Score	Correlation
< 1.5	Low
≥ 1.5 and < 2.5	Medium
≥ 2.5	High

Course Coordinator: Dr. A.MOHAMED ISMAIL

Semester	Course Code	Course Category	Hours/Week	Credits	Marks for Evaluation		
					CIA	ESE	Total
I	23ADCAA1CC4P	Core - IV	3	3	20	80	100

Course Title	ICT - Practical

SYLLABUS		
Unit	Contents	Hours
I	Computer basic components and application	09
II	Internet: E-Application, E-Learning, E-Marketing	09
III	Google and its application Part I	09
IV	Google and its application Part II	09
V	Introduction about website and blogs	09

Text Book(s):
1.   Alexis Leon and Mathews Leon, Internet for Everyone. Vikas Publications, House Pvt. Ltd., 2nd Edition.

Reference Book(s):

1. Bedi D. S., Internet and Web Technology,Khanna Books Publication,5th Revised Edition, 2013.

Web Resource(s):

1.https://www.cambridgeinternational.org/Images/595352-2023-2025-syllabus.pdf

Course Outcomes		
Upon successful completion of this course, the student will be able to:		
CO No.	CO Statement	Cognitive Level (K-Level)
CO1	Identify the basic components, use and application of different ICT systems and networks	K 1
CO2	Discuss about E-Learn & E-Forms on the internet.	K 2
CO3	Establish a strong communication with others by using internet techniques.	K 3
CO4	Analyze the skills of image conversion techniques and file formatting	K 4
CO5	Evaluate the skills to use the internet and blogging	K 5

Relationship Matrix:

Course Outcomes (COs)	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	3	3	3	2	3	3	3	2	3	2.8
CO2	2	3	3	2	3	3	3	3	3	2	2.7
CO3	3	2	3	3	3	3	3	2	3	2	2.7
CO4	1	3	2	0	3	3	1	3	3	3	2.2
CO5	2	3	3	3	3	1	2	3	3	3	2.6
Mean Overall Score											2.6
Correlation											**High**

Mean Overall Score	Correlation
< 1.5	Low
≥ 1.5 and < 2.5	Medium
≥ 2.5	High

Course Coordinator: Mr. A.MOHAMED ISMAIL

Semester	Course Code	Course Category	Hours/Week	Credits	Marks for Evaluation		
					CIA	ESE	Total
II	23ADCAA2CC5	Core - V	3	3	25	75	100

Course Title	Computer Hardware

SYLLABUS		
Unit	**Contents**	**Hours**
I	ARABIC TERMINOLOGY: Arabic Terminology related to computers.	09
II	Basic Electronics: Resistor, Capacitor, Transistor, Transformer, Inductance, PC Architecture: The Case – The Power Supply, The Motherboard: Types, Components – The Memory - RAM- Storage Devices, Display Devices: Display concept, video technologies.	09
III	*Input/output Hardware: Keyboard - Keyboard Types - Mouse - Mouse Types * - Scanners - Digital Camera - Printers - Printer Types - Hard Disk Drive - Floppy Disk Drive - CD-ROM Drive - DVD-Drive - CPU Panel.	09
IV	Assembling - Common Faults in assembling – Operating System - OS Installation - Dual OS Installation. Device Configuration –Onboard Devices, Internal Devices, External Devices-BIOS Setup.	09
V	*Dual OS Installation-Software Installation - Ms Office, Java, Turbo C/C++ etc., - Hardware troubleshooting, OS repair.*	09

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Text Book(s):
1. V.P.Abdul Hameed & N.K Abdul Haleem, Commercial Arabic, Arabic Computer terms only (Page No: 162-164).
2. David Groth-Sybex, A+ Complete study Guide, Third Edition,2003.
3. ManaharLotia, Pradeep Nair, PayalLotia, Modern Computer Hardware, BPB Publication, Updated & Revised Edition,2006.

Reference Book(s):

1. N. Mathivanan, Microprocessors, PC Hardware and Interfacing, PHI Learning Pvt. Ltd., reprint, 2003.

Web Resource(s):

1.https://turbofuture.com/computers/Computer-Basics-Examples-of-Hardware

Course Outcomes		
Upon successful completion of this course, the student will be able to:		
CO No.	**CO Statement**	**Cognitive Level (K-Level)**
CO1	Recognize Arabic terminology of Computer hardware.	K 1
CO2	Classify between the knowledge of computer Mother Board, Memory, and Storage devices	K 2
CO3	Examine the computer Input & output components and their functions.	K 3
CO4	Classify the Personal Computer Assembling Techniques	K 4
CO5	Distinguish the skills for Software Installation.	K 5

Relationship Matrix:

Course Outcomes (COs)	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	**PO2**	**PO3**	**PO4**	**PO5**	**PSO1**	**PSO2**	**PSO3**	**PSO4**	**PSO5**	
CO1	3	3	2	3	3	2	3	3	2	3	2.7
CO2	3	2	3	2	3	2	3	3	3	3	2.7
CO3	1	3	3	3	1	3	2	0	3	3	2.2
CO4	2	3	3	3	2	3	3	3	3	1	2.6
CO5	3	3	3	2	2	3	3	2	3	3	2.7
Mean Overall Score											2.58
										Correlation	**High**

Mean Overall Score	**Correlation**
< 1.5	Low
≥ 1.5 and < 2.5	Medium
≥ 2.5	High

Course Coordinator: Mr. A. Ahamed Shahul Hameed

Semester	Course Code	Course Category	Hours/Week	Credits	Marks for Evaluation		
					CIA	ESE	Total
II	23ADCAA2CC6P	Core - VI	3	3	20	80	100

Course Title	Computer Hardware - Practical

SYLLABUS		
Unit	Contents	Hours
I	ARABIC TERMINOLOGY: Arabic Terminology related to computers.	09
II	Basic Electronics: Resistor, Capacitor, Transistor, Transformer, Inductance, PC Architecture: The Case – The Power Supply, The Motherboard: Types, Components – The Memory - RAM- Storage Devices, Display Devices: Display concept, video technologies.	09
III	*Input/output Hardware: Keyboard - Keyboard Types - Mouse - Mouse Types * - Scanners - Digital Camera - Printers - Printer Types - Hard Disk Drive - Floppy Disk Drive - CD-ROM Drive - DVD-Drive - CPU Panel.	09
IV	Assembling - Common Faults in assembling – Operating System - OS Installation - Dual OS Installation. Device Configuration –Onboard Devices, Internal Devices, External Devices-BIOS Setup.	09
V	Dual OS Installation-Software Installation - *Ms Office, Java, Turbo C/C++ etc., - Hardware troubleshooting, OS repair.*	09

………….. Self Study

Text Book(s):
1. V.P.Abdul Hameed & N.K Abdul Haleem, Commercial Arabic, Arabic Computer terms only (Page No: 162-164). 2. David Groth-Sybex, A+ Complete study Guide, Third Edition,2003. 3. ManaharLotia, Pradeep Nair, PayalLotia, Modern Computer Hardware, BPB Publication,   Updated & Revised Edition,2006.
Reference Book(s):
1. N. Mathivanan, Microprocessors, PC Hardware and Interfacing, PHI Learning Pvt. Ltd., reprint, 2003.
Web Resource(s):
1.https://turbofuture.com/computers/Computer-Basics-Examples-of-Hardware

Course Outcomes		
Upon successful completion of this course, the student will be able to:		
CO No.	**CO Statement**	**Cognitive Level (K-Level)**
CO1	Describe Arabic terminology of Computer hardware.	K 1
CO2	Explain the knowledge of computer Mother Board, Memory, and Storage devices.	K 2
CO3	Examine computer Input & output components and their functions.	K 3
CO4	Classify the skills for Personal Computer Assembling.	K 4
CO5	Reframe the set of skills needed forSoftware Installation.	K 5

Relationship Matrix:

Course Outcomes (COs)	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	**PO2**	**PO3**	**PO4**	**PO5**	**PSO1**	**PSO2**	**PSO3**	**PSO4**	**PSO5**	
CO1	3	3	3	3	3	3	2	3	3	2	28
CO2	1	3	2	3	3	3	3	2	0	3	23
CO3	2	0	2	3	3	3	3	3	3	3	25
CO4	2	3	3	3	3	2	0	3	2	3	24
CO5	3	3	3	2	3	2	3	3	3	2	27
Mean Overall Score											2.54
Correlation											**High**

Mean Overall Score	Correlation
< 1.5	Low
≥ 1.5 and < 2.5	Medium
≥ 2.5	High

Course Coordinator: Dr. A.M. Ali Ibrahim

Semester	Course Code	Course Category	Hours/Week	Credits	Marks for Evaluation		
					CIA	ESE	Total
II	23ADCAA2CC7P	Core - VII	3	3	20	80	100

Course Title	MS Office with Arabic - Practical

SYLLABUS		
Unit	**Contents**	**Hours**
I	**Notepad With Arabic** **1.** (i) Create a document in notepad and format it (ii) Find and Replace the text **MS-Word With Arabic** **2.** (i) Prepare a Letter with the correct alignment (ii) Prepare a Resume (iii) Prepare a document in newspaper format (iv) Prepare a document with bullets, Headers and Footers **3**. (i) Create a Mark Sheet using a table and find out the total marks (ii) Prepare a Greeting Card	09
II	**4. Creation of Documents using template creation of the template** (i) Prepare a letter using any Template **5. Mail Merge Concept** (i) Prepare a business letter for more than one company using mail merge **6. Copying text and Pictures from excel** (i) Draw a chart in excel and paste it into word	09
III	**MS-Excel With Arabic** **7.** (i) Usage of formulae and built-in functions (ii) Data sorting- Ascending and Descending (iii) Worksheet –preparation	09
IV	**8.**(i)Mark list Preparation for a Student (ii)Individual Pay Bill Preparation (iii)Electricity Bill Preparation (iv)Inventory Report Preparation (v)Invoice Report Preparation **9.**(i)Drawing Graphs	09

		MS-PowerPoint with Arabic	
V		**10.**(i)Creating a Presentation using a Blank Presentation	09
		(ii)Creating Presentation using Auto Content Wizard	
		(iii) Customizing the background of the slide master	
		11.(i)Working with Graph and Objects	
		(ii) Slide transition and animation	
		(iii)Usage of Design templates	
		MS-ACCESS With Arabic	
		12. Creating and updating a database	

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Text Book(s):
1.Dr.HaneefPalliyath, Secretarial Practice in Arabic,by Al-Huda Book Stall, Calicut, Kerala.Third Revised Edition,2003.

Reference Book(s):
1. Kumar Bittu, Mastering MS Office, V&S Publishers, Kindle Edition, 2017**.**

Web Resource(s):
1.https://study.com/academy/lesson/what-is-computer-hardware-components-definition-examples.html

Course Outcomes		
Upon successful completion of this course, the student will be able to:		
CO No.	**CO Statement**	**Cognitive Level (K-Level)**
CO1	Define MS Word and its application in Arabic documentation format.	K 1
CO2	Explain about creativity, and innovative methods in MS Word by using Arabic alignments.	K 2
CO3	Apply presentation skills in MS-Power point in Arabic format.	K 3
CO4	Analyze the computer operator functions and their applications in Arabic.	K 4
CO5	Argue against the misuse of computer system	K 5

Relationship Matrix:

Course Outcomes (COs)	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	**PO2**	**PO3**	**PO4**	**PO5**	**PSO1**	**PSO2**	**PSO3**	**PSO4**	**PSO5**	
CO1	3	3	2	3	3	3	2	3	3	2	2.7
CO2	3	3	2	3	3	3	3	2	3	3	2.8
CO3	0	0	2	3	3	3	3	3	3	3	2.3
CO4	3	3	3	3	3	3	0	3	2	3	2.6
CO5	1	3	3	2	3	3	3	3	2	3	2.6
Mean Overall Score											2.6
Correlation											**High**

Mean Overall Score	Correlation
< 1.5	Low
≥ 1.5 and < 2.5	Medium
≥ 2.5	High

Course Coordinator: Dr. A.Abdul Rasheed

Semester	Course Code	Course Category	Hours/Week	Credits	Marks for Evaluation		
					CIA	ESE	Total
II	23ADCAA2CC8P	Core - VIII	3	3	20	80	100

Course Title	Corel Draw, Page Maker and Photoshop - Practical

SYLLABUS		
Unit	Contents	Hours
I	**Corel Draw** Create an Application form with the correct alignment Prepare a Visiting Card	09
II	Create a Marriage Invitation Design a Banner	09
III	**Page Maker** Drawing objects, Frames, and text blocks Create a newsletter Design a Brochure	09
IV	**Photoshop** Design a Visiting card for a company. Create an image with Text Effects	09
V	Design a Banner. *Design a pamphlet*	09

Text Book(s):
1 Stephen Copestake, Corel Draw in easy steps, Computer Step, Third Edition, Illustrated,(January 1, 2010).
2 Scott Basham, Adobe Page Maker 7, Adobe; Pap/Cdr edition (25 October 2001)
3 Robert Shuffle botham, Photoshop 7 in Easy Steps, Computer Step, Illustrated, 2002.

Reference Book(s):
1. Teach yourself PageMaker 6.5,B.P.B Publication.
2. Teach yourself CorelDraw, B.P.B Publication.
3. Photoshop Visual Jump Start, B.P.B Publication.

Web Resource(s):
1.https://www.educba.com/what-is-coreldraw/
2. https://www.youtube.com/watch?v=BT0nQNmh3_g
3.https://www.youtube.com/watch?v=IyR_uYsRdPs

Course Outcomes		
Upon successful completion of this course, the student will be able to:		
CO No.	CO Statement	Cognitive Level (K-Level)
CO1	Describe the functions of MS Word in Arabic	K 1
CO2	Compare between MS Word and other Document Systems	K 2
CO3	Apply the skills required to create documents	K 3
CO4	Differentiate between the working methods in MS Word	K 4
CO5	Assess the computer system according to its qualities	K 5

Relationship Matrix:

Course Outcomes (COs)	Programme Outcomes (POs)					Programme Specific Outcomes (PSOs)					Mean Score of COs
	PO1	PO2	PO3	PO4	PO5	PSO1	PSO2	PSO3	PSO4	PSO5	
CO1	3	3	3	3	2	3	2	3	3	2	2.7
CO2	1	3	1	3	3	3	3	2	0	3	2.2
CO3	2	1	2	3	3	3	3	3	3	3	2.6
CO4	2	3	3	3	3	2	3	3	2	3	2.7
CO5	3	3	3	2	3	2	2	3	3	3	2.7
Mean Overall Score											2.58
Correlation											**High**

Mean Overall Score	Correlation
< 1.5	Low
≥ 1.5 and < 2.5	Medium
≥ 2.5	High

Course Coordinator: Dr. H. Mehboob Ali Khan