IT WORKSHOP
(Common to IT, CSE-AIML, CSE-DS, CE, ME)

Course Code	23ES1153	Year	I	Semester	I
Course Category	Engineering Sciences	Branch	CE	Course Type	Lab
Credits	1	L-T-P	0-0-2	Prerequisites	-Nil -
Continuous Internal Evaluation:	30	Semester End Exam:	70	Total Marks:	100

Course Outcomes	
Upon successful completion of the course, the student will be able to	
CO1	Describe various Hardware components, operating systems, and World wide web functionalities and dependencies	L2
CO2	Apply various tools for Document/ Presentation preparation.	L3
CO3	Develop an effective report based on various experiments completed	L3
CO4	Apply technical knowledge for a given problem and express it with effective oral communication	L3

Contribution of Course Outcomes towards achievement of Program Outcomes & Strength of correlations(3:High, 2:Medium, 1:Low)

	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PSO1	PSO2
CO1	1													1
CO2	2				1								2	
CO3										3			1	
CO4										3			1	

Syllabus		
Expt. No.	Contents	Mapped
I	**PC Hardware & Software Installation (WEEK-1)** Task 1: Identify the peripherals of a computer, components in a CPU and its functions. Draw the block diagram of the CPU along with the configuration of each peripheral and submit to your instructor.	CO1 CO3 CO4
II	**PC Hardware & Software Installation (WEEK-2)** Task 2: Every student should disassemble and assemble the PC back to working condition. Lab instructors should verify the work and follow it up with a Viva. Also students need togo through the video which shows the process of assembling a PC. A video would be given as part of the course content.	CO1 CO3 CO4
III	**PC Hardware & Software Installation (WEEK-3)** Task 3: Every student should individually install MS windows on the personal computer. Lab instructor should verify the installation and follow it up with a Viva.	CO1CO3 CO4
IV	**PC Hardware & Software Installation (WEEK-4)** Task 4: Every student should install Linux on the computer. This computer should have windows installed. The system should be configured as dual boot (VMWare) with both Windows and Linux. Lab instructors should verify the installation and follow it up with a Viva	CO1 CO3 CO4
V	**PC Hardware & Software Installation (WEEK-4)** Task 5: Every student should install BOSS on the computer. The system should be configured as dual boot (VMWare) with both Windows and BOSS. Lab instructors should verify the installation and follow it up with a Viva	CO1 CO3 CO4

VI	**Internet & World Wide Web (WEEK-5)** Task1: Orientation & Connectivity Boot Camp: Students should get connected to their Local Area Network and access the Internet. In the process they configure the TCP/IP setting. Finally students should demonstrate, to the instructor, how to access the websites and email. If there is no internet connectivity preparations need to be made by the instructors to simulate the WWW on the LAN.	**CO1 CO3 CO4**
VII	**Internet & World Wide Web (WEEK-5)** Task 2: Web Browsers, Surfing the Web: Students customize their web browsers with the LAN proxy settings, bookmarks, search toolbars and pop up blockers. Also, plug-ins like Macromedia Flash and JRE for applets should be configured.	**CO1 CO3 CO4**
VIII	**Internet & World Wide Web (WEEK-6)** Task 3: Search Engines & Netiquette: Students should know what search engines are and how to use the search engines. A few topics would be given to the students for which they need to search on Google. This should be demonstrated to the instructors by the student.	**CO1 CO3 CO4**
IX	**Internet & World Wide Web (WEEK-6)** Task 4: Cyber Hygiene: Students would be exposed to the various threats on the internet and would be asked to configure their computer to be safe on the internet. They need to customize their browsers to block pop ups, block active x downloads to avoid virusesand/or worms.	**CO1 CO3 CO4**
X	**LaTeX and WORD (WEEK-7)** Task1 – Word Orientation: The mentor needs to give an overview of LaTeX and Microsoft (MS) office or equivalent (FOSS) tool word: Importance of LaTeX and MS office or equivalent (FOSS) tool Word as word Processors, Details of the four tasks and features that would be covered in each, Using La TeXand word – Accessing, overview of toolbars, saving files, Using help and resources, rulers, format painter in word.	**CO2 CO3 CO4**
XI	**LaTeX and WORD (WEEK-7)** Task 2: Using LaTeX and Word to create a project certificate. Features to be covered:- Formatting Fonts in word, Drop Cap in word, Applying Text effects, Using Character Spacing, Borders and Colors, Inserting Header and Footer, Using Date and Time option in both LaTeX and Word.	**CO2 CO3 CO4**
XII	**LaTeX and WORD (WEEK-8)** Task 3: Creating project abstract Features to be covered:-Formatting Styles, Inserting table, Bullets and Numbering, Changing Text Direction, Cell alignment, Footnote, Hyperlink,Symbols, Spell Check, Track Changes.	**CO2 CO3 CO4**
XIII	**LaTeX and WORD (WEEK-8)** Task 4: Creating a Newsletter: Features to be covered:- Table of Content, Newspaper columns, Images from files and clipart, Drawing toolbar and Word Art, Formatting Images, Textboxes, Paragraphs and Mail Merge in word.	**CO2 CO3 CO4**
XIV	**EXCEL (WEEK-9)** Excel Orientation: The mentor needs to tell the importance of MS office or equivalent (FOSS) tool Excel as a Spreadsheet tool, give the details of the four tasks and features that would be covered in each. Using Excel – Accessing, overview of toolbars, saving excel files, Using help and resources. Task 1: Creating a Scheduler - Features to be covered: Gridlines, Format Cells, Summation, auto fill, Formatting Text	**CO2 CO3 CO4**
XV	**EXCEL (WEEK-10)** Task 2: Calculating GPA -. Features to be covered:- Cell Referencing, Formulae in excel – average, std. deviation, Charts, Renaming and Inserting worksheets, Hyper linking, Count function.	**CO2 CO3 CO4**

XVI	**EXCEL (WEEK-10) LOOKUP/VLOOKUP** Task 3: Split cells, freeze panes, group and outline, Sorting, Boolean and logical operators, Conditional formatting	**CO2 CO3 CO4**
XVII	**POWER POINT (WEEK-11)** Task 1: Students will be working on basic power point utilities and tools which help them create basic power point presentations. PPT Orientation, Slide Layouts, Inserting Text, Word Art, Formatting Text, Bullets and Numbering, Auto Shapes, Lines and Arrows in PowerPoint.	**CO2 CO3 CO4**
XVIII	**POWER POINT (WEEK-11)** Task 2: Interactive presentations - Hyperlinks, Inserting –Images, Clip Art, Audio, Video, Objects, Tables and Charts.	**CO2 CO3 CO4**
XIX	**POWER POINT (WEEK-12)** Task 3: Master Layouts (slide, template, and notes), Types of views (basic, presentation, slide slotter, notes etc), and Inserting – Background, textures, Design Templates, Hidden slides.	**CO2 CO3 CO4**
XX	**AI TOOLS – ChatGPT (WEEK-13)** Task 1: Prompt Engineering: Experiment with different types of prompts to see how the model responds. Try asking questions, starting conversations, or even providing incomplete sentences to see how the model completes them. • Ex: Prompt: "You are a knowledgeable AI. Please answer the following question: What is the capital of France?"	**CO2 CO3 CO4**
XXI	**AI TOOLS – ChatGPT (WEEK-14)** Task 2: Creative Writing: Use the model as a writing assistant. Provide the beginning of a story or a description of a scene, and let the model generate the rest of the content. This can be a fun way to brainstorm creative ideas • Ex: Prompt: "In a world where gravity suddenly stopped working, people started floating upwards. Write a story about how society adapted to this new reality."	**CO2 CO3 CO4**
XXII	**AI TOOLS – ChatGPT (WEEK-15)** Task 3: Language Translation: Experiment with translation tasks by providing a sentence in one language and asking the model to translate it into another language. Compare the output to see how accurate and fluent the translations are. Ex: Prompt: "Translate the following English sentence to French: 'Hello, how are you doing today?'"	**CO2 CO3 CO4**

Learning Resources
Text Books
1. Comdex Information Technology course tool kit, Vikas Gupta, WILEY Dream tech,2003 2. The Complete Computer upgrade and repair book, Cheryl A Schmidt, WILEY Dream tech, 2013, 3rd edition
Reference Books
1. Introduction to Information Technology, ITL Education Solutions limited, Pearson Education, 2012, 2nd edition 2. PC Hardware - A Handbook, Kate J. Chase, PHI (Microsoft) 3. LaTeX Companion, Leslie Lamport, PHI/Pearson. 4. IT Essentials PC Hardware and Software Companion Guide, David Anfins on and Ken Quamme. – CISCO Press, Pearson Education, 3rd edition 5. IT Essentials PC Hardware and Software Labs and Study Guide, Patrick Regan– CISCO Press, Pearson Education, 3rd edition