

**COMPUTER FUNDAMENTALS AND MULTIMEDIA  
(VALUE ADDED COURSE)**

**2019-2020**

**SUMMARY REPORT**

**Name of the Course: Computer Fundamentals And Multimedia**

**Course Code: VCCFM007**

**Offering Body: SAINTGITS COLLEGE OF APPLIED SCIENCES**

**No: of students who opted the course: 128**

**Batch , Class and Semester to which the course was offered:**

Batch	Class	Semester
2019-20	B.COM CA	1 <sup>ST</sup> and 2 <sup>ND</sup> semester

**Duration of the course: 30 Hours**

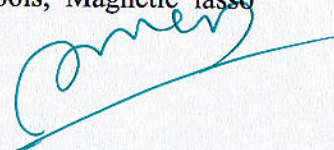
**Topics Covered:**

**Power Point**

Introduction: Introduction to Power Point, Data and cell, Table handling, Charts , Editing Charts, Word Art Adding, Pictures and Movies to Power point.

**Photoshop**

Tools and Tool Box, Selection Tools -Rectangular Marquee, Elliptical Marquee, Single row marquee, Single column marquee. Lasso Tools- Polynomial Lasso tools, Magnetic lasso







Tools, Magic wand Tool. Text Tools- Horizontal, Vertical, Horizontal type mask, Vertical type mask.

**Image Ready & Animations**

Introduction Image Ready, Animation,

**Resource materials, Teaching Methodology: Power Point**

**Outcome of the course:**

After the completion of the course, the students are able to:

- understand the fundamental concepts of Power point and Photoshop.
- Get a practical knowledge in Photoshop.

Prepared by,

VAC Coordinator



Approved by,

Principal

Dr. K. K. John  
Principal

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