

COURSE STRUCTURE / SYLLABUS
Diploma in Vocation (Technology Enabled Education)
SEMESTER- II
Course Name- ICT Resources and Applications- II (DVTEE- 201)

Total Credit- 6

Maximum Marks- 100

BLOCK -1

Unit 1

Educational Technology- Role of ICT [Brief introduction to educational technology, goals and tools of educational technology, popular models of TEL]

Unit 2

Models of Technology Enabled Learning and Social Media [Introduction to learning, types of learning as- traditional, virtual, online, blended, open and distance, correspondence, etc, role of social media in learning, challenges and issues of social media]

Unit 3

Fundamentals of image editing [image types, raster & vector images, image editing tools- a brief introduction of Adobe Photoshop/GIMP, copy right issues of images]

BLOCK -2

Unit 4

Fundamentals of info graphics [what is info graphics?, various open source info graphics tools, applications of info graphics, designing info graphics]

Unit 5 [DVTEE- 201 Unit 5, DVEOM- 202 Unit 4]

Introduction to Text Editor (MS Word)- II [bullet and numbering, undo and redo, working with fonts, page break, header and footer, page setup, Creating Tables, deleting a table, moving around the table, selecting a table, column, row and cell, entering, and deleting text, inserting and deleting columns and rows, merging and splitting cells.]

Unit 6 [DVEOM- 202 Unit 5, DVTEE- 201 Unit 6]

Introduction to Spreadsheet (Ms Excel)- II [Working with functions & formulas Modifying worksheets with color, Analyzing data, sorting and Filtering Data, etc]

BLOCK -3

Unit 7 [CVTEE- 101 Unit 8]

Introduction to MS Power point- II [Editing and formatting slides, Table, Charts & Graphs, tips to Create Professional Slide for Presentation.]

Unit 8

Fundamentals of Internet- II [Introduction to Google Sheets- steps to use Google sheets, Introduction to Google docs- steps to use Google docs, Introduction to Google Slides- steps to use Google Slides, Introduction to Google Drive- steps to use Google Drive. Introduction to Google forms- steps to use, Discussion forum, Blogs, Newsgroup, etc]

Unit 9

Layered Architecture of Internet and protocols- II [IP addressing, IPv4 and IPv6, ISP, Internet governance, gateway, FTP, HTTP, HTTPS, SMTP, TCP/IP, etc.]

BLOCK -4

Unit 10

Introduction to Web development tools and technologies [what is web?, role of web/Internet in learning, brief description of web development tools, technologies, importance of automation software]

Unit 11

Report writing and document formation [Introduction, Writing the report: the essential stages, importance of document formation, Sample example of report writing]

Unit 12

Feedback and Survey [types of feedback, feedback collection, steps to design a good questionnaire, Tools and Activities to analysis of feedback/survey data, information generation from collected data, etc]