Maharashtra State Board of Secondary & Higher Secondary School, Pune

Department of Computer Science

Subject: Information Technology (99)
Standard: Twelve
Faculty: Commerce

Syllabus

XII Information Technology (Theory & Practical)

Theory Index

Sr. No.	Unit/Topic	Weightage
1	Advanced Web Designing	20
2	Digital Marketing	15
3	Computerised Accounting with GST	15
4	E-Commerce & E-Governance	10
5	Database Concepts using with LibreOffice Base	10
6	Enterprise Resource Planning	10

Practical Index

Sr. No.	Practical's Name
1	Advanced Web Designing
2	Digital Marketing
3	Computerized Accounting with GST
4	Database Concepts using LibreOffice Base

Syllabus

Sr. No.	Name of the Topic	Scope of Syllabus
1	Advanced Web Designing	• **Forms in HTML5**: HTML5 advanced \<input\>element • **Cascading Style Sheets in HTML5**: CSS Syntax, Types of CSS, Inline CSS, Internal CSS or Embedded CSS, External CSS • **Css Properties**: style.css, CSS Id Selector, Universal Selector, Group Selector, Positioning in CSS, Four Types of Positioning in CSS, Static , Fixed, Relative, Absolute Positioning, Float property, Display property • **\<meta\> tag** :Attributes of \<meta\> tag • **Website Hosting**: Web Hosting, Types of Web Hosting, Shared Hosting, Free Hosting, Dedicated Hosting • **Inline Frames inHTML5**:Attributes of \<iframe\> • **ImagemapinHTML5**:\<img\>, \<map\>, \<area\> • **Inserting Audio and Video inHTML5** • **Unordered list or bulleted list**: Attributes of \<ul\> tags • **Ordered list or Numbered list**: Attributes of \<ol\> tags • **Nested List, Multilevel List, Definition List**
2	Digital Marketing	• Meaning of Marketing • Concept of Digital Marketing • Concept of Traditional Marketing • Channels in Digital Marketing • Concept of Search Engine • Organic Search and paid search • Categories of SEO Black Hat SEO and White Hat SEO • **Different SEO strategies**:On-Page SEO, Off-Page SEO, Technical SEO • Long tai land Short tail keywords • Actual working with SEO • Concept of Google Analytics

3	Computerised Accounting With GST	• Introduction • **Process of Accounting Software**: Creation of Company/Organization, Creation of Ledgers, Selection of Correct Vouchers, GST Calculations, Posting of Transaction into voucher, Display Various Reports, Printing Various Reports • **Different Accounting Packages**: Tally with GST Package, GNUKhata, LedgerSMB, GNUCash, Akaunting • Practical application of Accounting Software • Important Concept under GST • GST calculation using different accounting packages • GST on Goods with examples and GST on services with example
4	E-Commerce and E-Governance	• Definition of E-Commerce • **Advantages of E-Commerce** :Global scope, Electronic Transaction, Cost Saving, Anytime Shopping, No intermediaries, Public Service • **Disadvantages of E-Commerce**: Setup Cost, Physical Presence, Security, Goods Delivery • **Types of E-Commerce**: Business to Consumer(B2C), Business to Business(B2B), Consumer to consumer(C2C), Consumer to Business(C2B) • **E-Commerce trade cycle**: Pre-sales, Execution, Settlement, After-sales • **E-Commerce modes of payment**: Credit cards, Mobile Payments, Bank Transfers, E-Wallets • **Common forms of E-Commerce**: M- Commerce (Mobile Commerce),Social Commerce • **E-Commerce Technology**: Electronic Data Interchange(EDI),Privacy, fraud, secure data transmission • **E-Governance–Concept, advantages and** • **Types of E-Governance**: Government to Citizen(G2C), Government to Business(G2B), Government to Government(G2G), Government to Employee(G2E) • **Various security measures**: Encryption, Digital Signature, Digital Certificate
5	Database Concept using Libre Office Base	• DBMS concept • Various table operations • Query and Form creation • Report generation • Introduction to Data Model • Introduction to relational data model

6	Enterprise Resource Planning	- Introduction - Concept of Enterprise, Resource, Planning **Functional units of ERP**: Financial Module, Manufacturing Module, Production Planning Module, HR Module, Inventory Module, Purchasing Module, Marketing Module, Sales and Distribution Module, Quality Management Module **ERP and related Technologies**: Product Life cycle Management(PLM), Management Information System(MIS),Supply Chain Management(SCM), Customer Relationship Management(CRM), Decision Support System(DSS) - ERP solution providers/ERP packages - ERP and Internet **Benefits of ERP**: Improved resource utilization, Better customer satisfaction, Provides accurate information, Decision making capability, Increased flexibility, Information integrity **Limitations in ERP implementation**: High Cost, Requirment of additional trained staff, Oprational and Maintenance issues - Future of ERP