

### **HIGHER SECONDARY SECOND YEAR**

# COMPUTER APPLICATIONS Theory & Practical

A Publication Under Free Textbook Programme of Government of Tamil Nadu

DEPARTMENT OF SCHOOL EDUCATION

**UNTOUCHABILITY IS INHUMAN AND A CRIME** 



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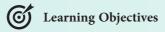
### **PREFACE**





#### Career Guidance

List of job opportunities on successful completion of course



Learning objectives briefly describe the contents of the unit. It also outlines the knowledge gained by the students.



Interesting facts to motivate students to gain more information regarding the unit.

Infographics

Visual representations of the unit for better understanding.

# HOW TO USE THE BOOK

**Concept Figures** 

Conceptual diagrams that potrays the technique of drafting and sewing.



To facilitate reading at anytime, anywhere.

Activity

Skill oriented activities based on the units for better understanding.

**Evaluation** 

Access students under the category of understanding, reproducing and application oriented.

Glossary

Explanation of significant terms.

**Model Question Paper** 

A model question paper to help students to face examinations.

References

List of related books for further reading.

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## **CAREER GUIDANCE**

COURSES	COLLEGES/UNIVERSITIES	PROFESSION				
B.E / B.Tech	All University and their affiliated Colleges and Self financing Colleges in India and Abroad.	Software Engineer, Hardware Engineer, Software Development, Healthcare Section, IT & ITEs				
	Science and Humanities					
B.Sc (Computer Science) BCA B.Sc (Maths, Physics, Chemistry, Bio-Chemistry, Geography, journalism, Library Sciences, Political Science, Travel and Tourism)	All University and their affiliated Colleges and Self financing Colleges in India and Abroad.	Government Job and Private Company BPO, Geologist, Journalist				
	Law					
LLB B.A+LLB B.Com BBM+LLB BBA+LLB	All University and their affiliated Colleges and Self financing Colleges in India and Abroad.	Lawyer, Legal Officer, Govt Job				
CA CA-Chartered Accountant CMA-Cost Management Accountant. CS-Company Secretary (Foundation)	The Institute of Chartered Accountant of India (ICAI)	CA, Private Organization, Government ,Banking sectors and prospects for self – employment.				
Diploma	Government Polytechnic and Selffinancing colleges	Junior Engineer (Government and Private)				
	Commerce Courses					
B.com-Regular, B.com-Taxation & Tax Procedure, B.com-Travel &Tourism, B.com-Bank Management, B.com-Professional, BBA/BBM-Regular, BFM- Bachelors in Financial Markets, BMS-Bachelors in Management Studies, BAF- Bachelors in Accounting & Finance, Certified Stock Broker & Investment Analysis, Certified Financial Analyst, Certified Financial Planner, Certified Investment Banker	All University and their affiliated Colleges and Self financing Colleges in India and Abroad.	Private Organization, Government, Banking sectors and prospects for self – employment.				
Management Courses						
Business Management Bank Management Event Management Hospital Management Human Resource Management Logistics Management	All University and their affiliated Colleges and Self financing Colleges in India and Abroad.	Private Organization, Government, Banking sectors and prospects for self – employment.				
Science and Humanities						
B.Sc.Botany B.Sc.Zoology B.Sc.Dietician & Nutritionist B.Sc.Home Science B.Sc.Food Technology B.Sc.Dairy Technology B.Sc. Hotel Management B.Sc. Fashion Design B.Sc. Mass Communication B.Sc. Multimedia B.Sc3D Animation	All University and their affiliated Colleges and Self financing Colleges in India and Abroad.	Government Job and Private Company BPO, Geologist, Journalist				







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E-book

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