



**Curriculum - 2023**

**BBA Hons (Entrepreneurship) Degree Program**

**Faculty of Management and Finance**

**University of Ruhuna**

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**BBA 11043: Information and Communication Technology**

**Level: 1000**

**Number of Credits : 03**

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**Course Description**

Information and Communication Technology (ICT) is an introductory level course consisting of both theoretical aspects and practical training. This course enhances ICT knowledge and skills required to work in a business context.

**Intended Learning Outcomes**

At the end of the course, the student will be able to;

- Explain the role of information and communication technology in the modern world.
- Identify the main components of computer systems and file organization.
- Explain the basics of computer hardware, software and data communication technologies.
- Explain the concepts of cloud computing, data mining and data visualization, and cyber security.
- Demonstrate the ability to use word processing, spreadsheet management, presentation applications, website developing and database management systems.
- Identify new trends in ICT for business operations.

**Teaching/Learning Methods**

Lectures, Practical, Tutorials, Discussions, and Presentations

**Methods of Assessment**

In-course Assessments	: 50%
End Semester Examination	: 50%

**Course Contents**

1. Introduction to Information and Communication Technology
2. Computer Hardware and Software
3. Introduction to Data Communication and Networks
4. Introduction to Cloud Computing
5. Web Development
6. Data Mining and Data Visualization in Management
7. Cyber Security
8. Word processing
9. Spreadsheet management
10. Presentation applications
11. Database management systems
12. New trends and the future of ICT

**Recommended Readings**

1. Rajaraman, V. *Introduction to Information Technology*. PHI Learning Pvt. Ltd/ The latest edition.

2. Microsoft Office Help & Training. Retrieved from Office Support:  
<https://support.office.com>