



B.Com Honours

Semester 5

Calicut University

BUSINESS INFORMATION SYSTEM

Course Code: COM5EJ308 • Module SYLLABUS Notes

Official Course Syllabus

Course Code: COM5EJ308

Course Title: BUSINESS INFORMATION SYSTEM

Course Type: Major-elective

Academic Level: 300-399

Credits: 4 Credits

Course Summary: The course explores the strategic role of information systems in organizations, focusing on the integration of technology, people, and processes to achieve business goals and gain competitive advantage.

Module I: ITypes of Management Information Systems

- **Unit 2:** Transaction Processing System
- **Unit 2:** Decision Support Systems (DSS) - Characteristics and capabilities of DSS – Components of DSS, GDSS – Techniques of group decision- making
- **Unit 3:** Executive Information System - Expert System
- **Unit 2:** Management Reporting System.

Module I: MS-Word

- **Unit 1:** MS-Word: Word Basics - Starting word - Creating a new document - Opening pre existing document - The parts of a word window - Typing text - Selecting text - Deleting text -Undo - Redo – Repeat- Inserting text - Replacing text - Formatting text - Cut - Copy -Paste - Formatting Text and Documents - Auto format - Line spacing - Margins - Borders and Shading.
- **Unit 3:** Headers and Footers: Definition - Creating basic headers and footers - Tables - Creating table - Adding, changing, deleting rows - Inserting, changing, deleting column - Graphics - Importing graphics - Clipart -

Module I: IIMs-Power Point

- **Unit 3:** Ms-Power Point: Power point - Basics - Terminology - Getting started -

Module I: n Business -open AI Platforms – AI tools and prompting

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