> Introduction to Information Technology
> Understanding Computer Systems
> Computer Hardware
> Operating Systems
> Application Software
> Programming Languages
> Files and Data Basics
> Data Communication
> Networking Basics
> Internet Basics
> E-Commerce
> Computer Graphics
> Computer Security and Controls
> MS Office
> MS Word
> MS Excel
> MS Access
> MS Power point
> MS Project
> Internet Browsers
> Databases
> Information Systems importance in Business
> E-Banking

Text Books:

- James A. Senn: Information Technology in Business, BPB Peter Norton’s
- Introduction to Computers