



**B.L.D.E. Association's**  
**A. S. PATIL COLLEGE OF COMMERCE, (AUTONOMOUS)**  
**VIJAYAPUR - 586103**

**BACHELOR OF COMPUTER APPLICATIONS**  
**(BCA)**



**Regulations/Brochure and Scheme of**  
**Examination**

**For**

**Value Added Course in**

**“WORDPRESS”**

**COURSE CODE: VAC20**

**W.e.f Academic Year 2021-22 onwards**

**Approved in Academic Council Meeting held on 2021-22**

**Principal,**  
**A. S. Patil College of Commerce**  
**(Autonomous) VIJAYAPUR.**



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VIJAYAPUR**

**w.e.f Academic year 2021-22 onwards**

**NOTE ON AUTONOMOUS SYSTEM.**

Autonomous Status is conferred to our college under section 64 of K.S.U act 2000 from the academic year 2007-08 to 2012-13. Vide Order Nos.:

- I.** Joint Secretary of UGC letter No. F-22-1/2007(AC), dated 3.4.2007
- II.** Dept of Education (Higher) Govt. of Karnataka, Bangalore letter no. ED 149 UNE 2007, dated 19.10.2007
- III.** KUD's letter No. KU/CDC Affil/Auto/2007-08/260/3511, dated 14.12.2007.
- IV.** Extension of Autonomous status No: F.22-1/2017 (AC) 15.07.2020.

**PREAMBLE:**

College autonomy, in essence, is the potential for promoting academic advancement. An autonomous college will have the freedom to device its academic regulations, curriculum, syllabi and modification thereof, evolve more effective method of teaching and learning, conduct its own examination and evaluation and making the improvements required for raising the quality of higher education. The final degree certificate will be awarded by RCUB.

Autonomous college uses modern tools of educational technology to achieve higher standards & greater creativity. Today is an era of fast paced technological era and autonomy enables to adopt and implement as and when

A process of systematic internal assessment and continuous evaluation is necessary to build rapport between the teachers and learners. Very often it is the teacher who understands the students better other than others. A student needs to learn socially relevant subjects under the project situation of Liberalization , Privatization and Globalization, so that he/she shall be able face future challenges and shall be useful to the society. These needs can be addressed by the Autonomous system and help the student for his/her all-round development. Under the present condition, autonomy is the only answer to make the college a “Center of Excellence” in higher education.

### **Certificate Course**

- 1) **Title:** Wordpress
- 2) **Course:** Any UG Students can opt the Course.
- 3) **Faculty:** BCA
- 4) **Intake:** All the UG students.
- 5) **Duration:** The duration of the course shall be 40 hours.
- 6) **Scheme of instruction and examination for the course.**

<b>Medium</b>	<b>Teaching hrs/week</b>	<b>Internal Assessment marks</b>	<b>Course and practical exam marks</b>	<b>Duration of Exam</b>	<b>Total Marks</b>
English	2	30	70	3 HRS	100

7) **Setting of question paper:** Question Paper for the end course practical examination shall be set by internal and external paper setters together in the pattern which they think right.

8) The course end practical examination marks shall be allotted based on the performance of the student in Wordpress.

9) The internal Assessment 30 marks shall be allotted through three surprise test of 10 marks each during the third month of course.

10) Scheme of marks allotment.

Exam	Course End Exams		Internal Assessment Marks			
	Maxi	Mini	Maxi	Mini	Maxi	Mini
Practical	70	35	30	*	100	50

\*There shall be no minimum marks for internal assessment.

\*\*There is no provision for revaluation, photocopy, recounting or retest.

11) The successful candidates shall be classified as shown under for the awards of class in the certificate course.

80% and above	Distinction
70% and above and less than 80%	I-Class
60% and above and less than 70%	II-Class
50% and above and less than 60%	Pass Class

12) Attendance: 75% attendance is mandatory for all the student to attend the end course exam.

13) The course certificate shall be issued to the passed candidates duly signed by the Co-Ordinator, COE and Principal.

## **Wordpress**

Course Duration: 40 Hours, 16 Weeks (3 credits per week)

### **Course Objective:**

- ✓ Select the proper server environment and be capable to install WordPress's files and database.
- ✓ Successfully systematize and present content in WordPress.
- ✓ Select and assimilate extra WordPress features.
- ✓ Modify the appearance and layout of WordPress websites.

### **Course Outcomes:**

- ✓ in detail knowledge about WordPress configuration
- ✓ The ability to organize WordPress to your preferences
- ✓ The ability to use industry-standard developer tools
- ✓ An understanding of site security and Search Engine Optimisation

### **Chapter 1 Introduction CMS And WordPress 2Hours**

- Why CMS
- Advantages and Disadvantages of CMS
- com vs. WordPress.org

### **Chapter 2 WordPress Installation 4Hours**

- Setting up WordPress in Local Server
- Setting up WordPress in Remote Server
- Upgrading WordPress
- Understanding FTP

### **Chapter 3 User Administration 4Hours**

- WordPress Admin
- Creating Users
- User Rights & Roles

## **Chapter 4 WordPress Themes**

**5Hours**

- Free theme Vs Paid Theme
- Theme Selection Process
- Adding/installing Themes
- Changing Themes
- Preview & Activating Themes

## **Chapter 5 Working with Widgets**

**4Hours**

- Installing widgets in sidebar
- Installing widgets in footer

## **Chapter 6 Working with Menu for your Website**

**4Hours**

- Creating menus
- Adding pages, posts, categories to menus
- Creating Sub-menus
- Deleting items from menu

## **Chapter 7WordPress Plugins**

**4Hours**

- Installing plugins
- Activating Plugin & managing plugins
- Upgrading plugins
- Recommended Plugins

## **Chapter 8Working with Content**

**8Hours**

- Posts Vs Pages
- Adding Hyperlinks
- Playing with Media content
- Previewing and Editing Posts
- Previewing and Editing Pages
- Page Order
- Creating a post

- Adding Media files to content --images and videos
- Using Categories and Tags
- Creating Pages
- Page Hierarchy

### **Chapter 9 WordPress Settings**

**3Hours**

- General settings
- Reading
- Media
- Writing settings
- Discussion
- Permalinks

### **Chapter 10 WordPress Backup**

**2Hours**

- Enhancing WordPress Security

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