Dear Students!!

In this e-book of 12th class, study material of computer science is being sent to you as per new syllabus (2023-24). You can easily prepare your test / papers by reading these notes and watching the video lectures given below. Following are the links of the video lectures in blue colour. Watch these video lectures by clicking on the relevant link of chapter to have better understanding of various concepts.

12th Class - Monthly distribution of Computer Science Syllabus & Video Lecture Links (Pbi)

Month	Chaper & Its Name	Link of Video Lecture
April	Chapter-1 Office Automation & Typing (Explanation)	https://youtu.be/HEJpX01IwpM
	Chapter-1 Office Automation & Typing (Solution)	https://youtu.be/LwOpv8j92bo
May	Chapter -2 Control Statements (Explanation)	https://youtu.be/T6zvUn61x-k
	Chapter -2 Control Statements (Solution)	https://youtu.be/JXe2kGAJ7WY
July	Chapter -3 Computer Networks	https://youtu.be/6YULI1naDZI
Aug	Chapter -4 Current Trends in Information Technology	https://youtu.be/YHtjpOWi-ZY
Oct	Chapter -5 Artificial Intelligence & Expert System	https://youtu.be/rvn2FpS1PKQ
Nov	Chapter -6 Digitialization	https://youtu.be/galuEBdTkuI
Dec	Chapter -7 E Governance (Part-2)	Under Preparation
Jan	Chapter -8 Image Editing & File Conversion Tools	Under Preparation
Feb	Chapter –9 Audio & Video Editing	Under Preparation

Practical Video Lectures for Chapter -2 (Control Statements)

C Language Practical -1	https://youtu.be/8hg3BJAyBqE
C Language Practical -2	https://youtu.be/v_lw8wmfIP4
C Language Practical -3	https://youtu.be/RBq--darc0I

Following is the Link of Playlist for detailed Lectures on C Programming

https://youtube.com/playlist?list=PLja3EaJFAjmYjeAcDs0ZQdVmx7liCtg5P

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▶ YouTube http://youtube.com/c/computersciencepunjab

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Please use the following link to download the study material/e-books/e-contents for 6th to 12th classes:

http://cspunjab.nirmancampus.co.in/study.php

Chapter 6th
Digitization

Que:1 Multiple Choice Questions:

1. _____ is the process to convert information into computer readable form.

a) E-learning   b) E-commerce   c) Digitization   d) Net Banking

2. _____ is meant to be online buying and selling of goods.

a) E-commerce   b) Digi Locker   c) Digital Payment   d) None of these

3. Easiest and convenient way for cashless payment is _____.

a) Digitization   b) Storage   c) Offline   d) Digital Payment

4. _____ stores only those educational certificates, issued by educational institutes through digital mode.

a) SWAYAM   b) NAD   c) MOOCs   d) DigiLocker

5. _____ is a type of e-commerce which involves company and customer.

a) B2B   b) B2C   c) C2C   d) None of these

Que:2 Write the full forms:

    I.   B2B   Business to Business
    II.   B2C   Business to Consumer
    III.   C2C   Customer to Customer OR Consumer to Consumer
    IV.   NAD   National Academic Depository
    V.   UPI   Unified Payment Interface

Que:3 Short Answer Type Questions.

Q:1 What is digitization?

Ans: Digitization means the process of converting information into digital medium. Converting information to a digital medium means converting information into a computer readable and manageable form. In digital media, information is stored in bits. Nowadays pictures, documents, audio, video, etc. can be converted to digital medium with the help of various devices. Examples of digitization are land records, Aadhaar cards, e-books etc.

Q:2 Describe Net Banking.

Ans: Net-banking is also called internet-banking. Using Net Banking, we can easily perform a variety of banking activites from home at any time, such as:

- View our bank account statement
- Make a variety of online payments
- Pay bills
- Transfer money to other accounts, etc.

Q:3 What do you mean by E-Commerce.

Ans: E-commerce stands for Electronic Commerce. It is also known as Internet Commerce. It is a way of doing business using the internet. With the use of this technology, buying or selling of goods and services is possible through the Internet. In this technology, two or more parties exchange data and money electronically. Examples of E-Commerce websites are Amazon, Flipkart etc.

Q:4 Name types of E-Comemerce.

Ans: Following are the names of types of e-commerce:

1. Business to Business (B2B)
2. Business to Consumer (B2C)
3. Consumer to Consumer (C2C)
4. Consumer to Business (C2B)

Q:5 Write down the benefits of online payment.

Ans: The main benefits of online payment are as follows:

1. Online payment is a very easy and convenient way to transact money.
2. With this facility, there is no need to keep more cash in our pocket.
3. Due to online payment, we can easily make money transactions anytime and anywhere.
4. There are various concessions offered by the government on digital payments to promote digital payments. This returns a small percentage of what we have paid back to our account.

Q:6 Describe Digi Locker.

Ans: DIGILOCKER is a secure way to store all our important documents online. We need to register online to store documents on Digilocker. Our account is linked to Aadhaar card during registration. This account provides 1GB of cloud storage to the person concerned. In Digilocker, we can store other documents besides educational documents like Aadhaar card, driving license etc.

Q:7 What is e-learning?

Ans: E-learning is also called Electronic-Learning or Online Learning or Online Education. E-learning means getting online education. It is an easy and comfortable way to get an education. Using this learning method, we can study online courses from home. The exam is also given online. After passing the examination, the certificate can also be downloaded from the website of the concerned institution. Course related materials like e-books, video or audio lectures etc. are also provided online by the concerned institute. MOOCs, SWAYAM, SWAYAM-PRABHA, PSEB E-BOOKS etc. are some of the important popular e-learning tools.

Q:8 What is digital or online payment?

Ans: Online payments are also called Digital Payments or E-Payments or Electronic Payments. This is an easy and fast way to make cashless payments. Both the payer and the receiver use digital media. Money transfer, purchase of goods, payment of bills, etc. can be done easily through digital payment. Credit-card, debit-card, e-wallet, net-banking, Bhim app etc. can be used for online payment.

Que:4 Long Answer Type Questions.

Q:1 Write down the types of e-commerce in detail.

Ans: E-commerce can be divided into four main types:

- **Business to Business (B2B):** In this type of e-commerce, different companies do their business with each other. This type of e-commerce involves only manufacturers, wholesalers and retailers.
- **Business to Consumer (B2C):** It includes companies and consumers. Through this mofrl og r-commerce, companies provide their products and services directly to their consumers. Examples: Amazon, Flipkart, eBay etc.
- **Consumer to Consumer (C2C):** In this type of e-commerce, Consumers are in direct contact with each other and no company is involved. In this model, people can sell and buy their personal belongings to each other. It is usually used by people to sell their surplus or second-hand goods. For example: OLX, Quikr etc.
- **Consumer to Business (C2B):** In this type of e-commerce, consumer provides his goods or services to the company. Example: An individual develops his own software and sells it to a company.

Q:2 Write down the advantages and disadvantages of e-commerce.

Ans: The advantages and disadvantages of e-commerce are described as follows:

Benefits of e-commerce:

1. E-commerce companies can provide their goods or services anywhere in the world.
2. E-commerce saves a lot of money as we can buy directly from the manufacturing company, which eliminates many taxes and additional costs. This is how we get the product at a lower price.

3. Purchased goods are delivered to the consumer in the shortest possible time by the companies directly to the address given by the consumer.
4. Shopping can be done at any time through e-commerce. Business never stops here.
5. From the long list of items on e-commerce websites, we can select any item to purchase very easily.

Disadvantages of e-commerce:
1. Items purchased through e-commerce are not immediately received by the customer, as it takes a few days for the e-commerce company to deliver the goods to the customer's given address.
2. The quality of the item purchased through e-commerce is known to the customer when he receives the item.
3. E-commerce websites store important customer details and information. If this information is obtained by an unauthorized person, the customer may suffer heavy financial or personal loss.

Q:3 Give brief note on various digital or online payment modes.

Ans: There are many ways to pay online. Here is a description of some of the major online payment methods:
1. **Credit Cards:** This is a plastic card issued by banks to their customers. When the customer makes a purchase using this card, the concerned bank pays for that purchase. The customer has to repay the payment made by the bank within the stipulated time.
2. **Debit Cards:** Like a credit card, it is a plastic card. When a customer pays by debit card, the payment amount is immediately deducted from the amount deposited in the customer's account.
3. **E-Wallets:** This method of payment uses digital payment apps. These apps store the customer's credit, debit card or bank account information so that payments can be made easily. Paytm, JioMoney, Google Pay etc. are some of the major e-wallet apps.
4. **Net Banking:** Net-banking is also called internet-banking. Using Net Banking, we can easily perform various banking related activities at any time from home. It also allows us to make different types of online payments.
5. **BHIM App (Bharat Interface for Money):** BHIM is a mobile app. It's an easy and fast way of payment. Payment is made by using the UPI ID of the person concerned or by scanning the QR Code.