

TITLE	
PROBLEM STATEMENT/ DEFINITION	
OBJECTIVE	
S/W PACKAGES AND HARDWARE APPARATUS USED	
REFERENCES	
STEPS	Refer to student activity flow chart if found necessary by subject teacher and relevant to the subject manual. Describe steps only.
INSTRUCTIONS FOR WRITING JOURNAL	

Head of Department
(<Department Name>)

Subject Co-ordinator
(<Subject Co-ordinator Name>)