31/01/2018

Classification:

|  |  |  |
| --- | --- | --- |
| M-01 | Content of IT | 03 |
| M-02 | Operating System | 05 |
| M-03 | Microsoft Office | 02 |
| M-04 | MS Word | 05 |
| M-05 | MS Excel | 05 |
| M-06 | MS Access | 06 |
| M-07 | MS Power Point | 04 |
| M-08 | MS Outlook & Internet | 05 |

Total= 35

Exm :

1. Mid Tram Exm = After 20 Class = Total Mark-100 ( 1 Hours )

MCQ = 25\*2 = 50

Descriptive 10\*5 = 50

1. Model Test = 2

Model Test 01 = After 20 Class

Model Test 02 = After 35 Class

1. Spot Test = Total- 04 = Question = 15
2. Final Exm = After 35 Class = Total Mark-100 ( 2 Hours )

MCQ = 50\*1 = 50

Descriptive = 25\*2 = 50

1. Practical Exm = Total Mark = 50 ( 1 Hours )