

Class-9th Syllabus Session(2023-2024)						
Month	Week	Syllabus	Theory	Practical	Day	Day wise topics
APRIL	Week 1	Unit 1: Computer Basics-I	Introduction to Computer	Classification of Computers-Micro, Mini, Mainframe, Analog, Digital, etc	Day-	Introduction about classification of
					Day-	Use and function of different computers
					Day-	Importance of different computers.
					Day-	Information about hardware attachments
					Day-	Safety Instructions & Do's and Don't
	Week 2		Starting and Shutting down the computer,Identify the Parts of Computer ,keyboard	About Desktop/Screen, Indentify icons of the desktop, Star button and task bar,My Computer, Recycle bin,	Day-	Recap
					Day-	Function of starting and shut tting down
					Day-	Parts of computer
					Day-	Basic about keys of keyboard
					Day-	Basic about desktop and task bar
	Week 3		Functionality of Keys of Keyboard, Identify the Mouse and its Buttons, Precautions to be taken while opening and closing computers	Components of a computer system – CPU, memory, storage devices and I/O devices, Input and Output devices Keyboard Mouse, Monitor, printer, speaker, etc.	Day-	Icons and recyclebin
					Day-	Hand on practice
					Day-	Introduction of I/O Devices, cpu and storage
					Day-	Uses of I/O Devices
					Day-	Introduction of monitor ,printer and speaker
	Week 4		Feature of the Computers, Different types of computers, concept of ASCII,BCD etc.	Memory devices Primary and Secondary Memory	Day-	Types of storage device
					Day-	Uses of storage device
					Day-	Recap
					Day-	Features of computers
					Day-	Types of computer
MAY+JUNE	Week 1	Unit 2: Using Paint Brush	Introduction of paint	Pencil, eraser, Fill with Color, Pick color, brush, air Brush,	Day-	Basic of memory devices
					Day-	Use of memory
					Day-	Concept of ASCII , BCD
					Day-	Recap
					Day-	Introduction of paint
	Week 2		Introduction about available paint-brush applications in computers	Selection of rectangle, freeform, View menu, Zoom-in, Zoom- out, Full Screen	Day-	Use of paint
					Day-	Information of paint tabs
					Day-	Classroom activity
					Day-	Practice
					Day-	Practice
	Week 3	Unit 3: Using GIMP Image	Retouching & De-touching with GIMP to enhance photo quality	Printing pictures in GIMP	Day-	Introduction of different shapes and structure
					Day-	Hand on practice
					Day-	Using colour and making different structures
					Day-	Doubt session
					Day-	Group activity
	Week 4		Revision , Class test	Monthly assessment	Day-	Practice
					Day-	Introduction of GIMP
					Day-	Use of GIMP
					Day-	Enhancement of photo quality
					Day-	Printing pictures
JULY	Week 1	Unit 4: Introduction to Computer Software	Concept of Hardware and Software	Types of Software	Day-	Group activity
					Day-	Practice
					Day-	Recap of first week
					Day-	Recap of second week
					Day-	Recap of third week
	Week 2		Introduction to OS	Concept of File/Folder	Day-	Practical
					Day-	Doubt session
					Day-	Assessment
					Day-	Introduction of hardware and software
					Day-	Uses of Hardware and Software
	Week 3		Diiferent OS such as Ubuntuu,	Creating/moving/deleting files and	Day-	Types of software
					Day-	Use of different types of software
					Day-	Doubt session
					Day-	Recap
					Day-	Introduction of OS
Week 4			Day-	How OS function?		
			Day-	Importance and function of OS		
			Day-	Types of OS		
			Day-	Concept of file		
			Day-	Assessment		
Week 5			Day-	Introduction of Ubuntu		
			Day-	Why Ubuntu?		
			Day-	Importance and function of Ubuntu		

	Week 3		MS Windows, MS DOS	folders	Day-	Basic interface of Ubuntu
	Week 4		Commands of MS DOS,Ubuntu	How to install software in MS Windows OS/Linux OS/Unix OS/ Ubuntu components.	Day-	Creating file and folders
Day-		Recap				
Day-		Introduction of MS DOS				
Day-		Basic function and history				
Day-		Installation of softwares like Ubuntu				
Day-		DOS interface and overview				
Day-		Doubt session				
Day-		Recap				
AUGUST	Week 1	Unit 5: Introduction to writer	Introduction to Word processor, Tools of different word processors like MS Word, WordPad, etc	Checking Spelling	Day-	Introduction of word writer
					Day-	Types of writer
					Day-	Basic about spelling check
					Day-	Uses of writer like MS Word, Word pad etc
					Day-	Classroom activity
					Day-	Recap
	Week 2		Locating and Brief about the writeravailable/installed in the computer like LibreOffice Writer,	Automatic Spell Checking, Checking spelling manually	Day-	Introduction of spell check and related
					Day-	Importance of spell check.
					Day-	How to use spell check(manual and
					Day-	Practice - error finding and corrections.
					Day-	Doubt session
					Day-	Hand on practice
	Week 3		Creating a file Saving, opening,editing,printing a file Selection of text in a document, Insertion of picture into a document, Special characters	Formatting text-Font Size, color,sub- super script,bolditalic, underline, Numbering and bullets,Alignment, Change case	Day-	How to insert picture into a documents.
					Day-	Importance of picture in a documents.
					Day-	Information about font size, text formats
					Day-	To create a file
					Day-	Hand on practice
					Day-	Assessment
	Week 4		Move and Copy text in a document,Find and Replace text, Formatting fonts of a document,Inserting symbols in a document	Hindi typing/Hindi Fonts, Inserting different things like – Word Art, Page break, images, Clip art, date and time, text box, page numbers etc	Day-	Introduction and types of Writer tools
					Day-	How to move and copy text in a documents.
					Day-	Formatting fonts and inserting symbol
					Day-	How to save word file
					Day-	Hand on practice
					Day-	Practical
SEPTEMBER	Week 1	Unit 6: Internet	What is internet	Need of Internet, requirements for internet connection,Jharkhand government, etc.	Day-	Introduction of internet
					Day-	Use of internet
					Day-	Advantage and disadvantage of internet
					Day-	Internet function and speed
					Day-	Hardware for internet
					Day-	Hand on practice
	Week 2		Internet Service Providers (ISPs), Hardware and software requirement for internet service	Creation of Email and using It.	Day-	Introduction of ISPs
					Day-	Requirement of internet service
					Day-	What is Email & Use
					Day-	Creating a Email ID
					Day-	Practical-file attachments
					Day-	Classroom activity
	Week 3		Search engines and opening and closing, Browsing Website of NCERT	Social networking sites, its advantages and disadvantages, Networking of networks	Day-	Introduction of search engine
					Day-	Types of search engine
					Day-	Opening and closing of search engine
					Day-	Advantage and disadvantage of search
					Day-	Function of search engine
					Day-	Self practice
	Week 4		Revision , Class test	Monthly assessment	Day-	Recap of first week
					Day-	Recap of second week
					Day-	Recap of third week
					Day-	Practical
					Day-	Doubt session
					Day-	Assessment
	Week 1		What is spreadsheet,Use of Spreadsheets	Row/column,Different types of View	Day-	Introduction of spreadsheet
					Day-	Introduction of column&cell
					Day-	Introduction of Row
					Day-	Remove text in Cell, Copy Cut
					Day-	Doubt session
					Day-	Hand-on practice
					Day-	Introduction of formula
					Day-	Use of different keys in worksheet

OCTOBER	Week 2	Unit 7: Introduction to Spreadsheets packages	Different spreadsheet packages, Working with spreadsheet, Workbook, sheets, etc..	Freeze Panes, Using formula sum, average, min, max, count	Day-	Types of worksheet
					Day-	Finding sum and avg etc
					Day-	Doubt session
					Day-	Hand-on practice
	Week 3		Formatting Spreadsheet : Row/ column - height width, Deleting/ hiding	Auto fill, fill handle , Printing Sheets	Day-	Basic formatting of spreadsheet
					Day-	Information about auto fill and fill handle
					Day-	Process of printing sheets
					Day-	Classroom activity
	Week 4		Revision , Class test	Monthly assessment	Day-	Doubt session
					Day-	Hand-on practice
					Day-	Recap of first week
					Day-	Recap of second week
		Day-	Recap of third week			
		Day-	Practical			
		Day-	Doubt session			
		Day-	Assessment			
NOVEMBER	Week 1	Unit 8: Introduction to Multimedia	Introduction to multimedia, uses of multimedia, Hardware and software required,etc in the system	Media Player	Day-	Introduction of multi media
					Day-	Required hardware and software system
					Day-	Uses of multi media system
					Day-	Do's and Don'ts
	Week 2		Introduction about different media player	Playing Video/Audio	Day-	Recap
					Day-	Hand-on practice
					Day-	Introduction of different media player
					Day-	Video and audio player
	Week 3, 4		Locating media player, sound recorder ,	How to use Sound recorder video ,Making/Editing – inserting images ,setting timeline, publishing	Day-	Basic information about playing video and
					Day-	Do's and Don'ts
					Day-	Recap
					Day-	Hand-on practice
DECEMBER	Week 1, 2	Unit 9: Introduction to Presentation Package	Introduction about different applications available for making presentation such as MS power point, LibreOffice Impress	Different views in Impress	Day-	Basic information about locating media
					Day-	How to use Sound recorder, video making/
					Day-	Insertion of images
					Day-	Do's and don't's
	Week 3		Creating & Saving a Presentation, Adding Text and Picture in slide	Setting up Slide background and applying Design in Template, Setup Slide Show and animation	Day-	Recap
					Day-	Hand-on practice
					Day-	Introduction of Impress and MS powerpoint
					Day-	File Menu of Impress
	Week 4		Revision , Class test	Monthly assessment	Day-	Edit Mene of Impress
					Day-	Practical
					Day-	Recap & Doubt session
					Day-	Creating powerful presentation : ADARSH
JANUARY	Week 1	Unit 10: Introduction to Computer Security	Threats to Computers	Safely browsing the web and using social networks:	Day-	Utility of Presentation
					Day-	Setting Backgroud of Slide
					Day-	Slide Transition
					Day-	Design template and Page setup
	Week 2		Viruses and its types	Identity protection, proper usage of passwords, privacy, confidentiality of information, cyber	Day-	Recap & Doubt session
					Day-	Different slide show option and Set up slide
					Day-	Recap of first week
					Day-	Recap of second week
					Day-	Recap of third week
					Day-	Practical
					Day-	Doubt session
					Day-	Assessment
			Day-	Introduction of Threats		
			Day-	Threats Trends		
			Day-	Threat classification		
			Day-	Cyber threat management		
		Day-	Threat hunting			
		Day-	Recap			
		Day-	What is a Computer Virus?			
		Day-	Types of Computer Viruses			
		Day-	What Causes Computer Viruses?			
		Day-	How Do Computer Viruses Work?			
		Day-	Do's and Don'ts			
		Day-	Recap			
		Day-	What is antivirus software (antivirus			

	Week 3		Antivirus software and its examples	Different antivirus	Day-	How antivirus software works
					Day-	Benefits of antivirus software
					Day-	Types of antivirus programs
					Day-	Virus detection techniques
					Day-	Challenges facing antivirus software
	Week 4		Firewall and its uses	Firewall protection	Day-	What Is Firewall?
					Day-	Types of Firewalls
					Day-	How Does a Firewall Work?
					Day-	Why Are Firewalls Important & Key Use
					Day-	How to Use Firewall Protection?
					Day-	Difference Between a Firewall and Antivirus

Class-10th Syllabus Session(2023-2024)

Month	Week	Syllabus	Theory	Practical	Day	Day wise topics
APRIL	Week 1, 2	Unit 1: Networking	Internet: World Wide Web, web servers, web clients, web sites, web pages, web browsers, blogs, news groups, HTML, web address, e-mail address	Internet protocols: TCP/IP, SMTP, POP3, HTTP, HTTPS	Day-1	Introduction about web servers and web clients
					Day-2	Basic of web and email address
					Day-3	Internet protocols
					Day-4	Information about HTTPS, SMTP
					Day-5	Do's and Dont's
					Day-6	Recap
	Week 3, 4		Downloading and uploading files from a remote site, Remote login and file transfer protocols	Protocols: SSH, SFTP, FTP, SCP, TELNET, SMTP, TCP/IP	Day-1	Information about login and file tranfer protocol
					Day-2	Basic about SFTP, FTP etc
					Day-3	Basic about downloading and uploading files
					Day-4	Safety Instructions
					Day-5	Do's and Dont's
					Day-6	Recap
May+June	Week 1	Unit 1: Networking	Services available on the internet: information retrieval, locating sites using search engines and finding people on the net;	Mobile technologies: SMS, MMS, 3G, 4G	Day-1	Services available on internet
					Day-2	Locating sites
					Day-3	Mobile techonologies
					Day-4	Finding people on net
					Day-5	Safety Instructions
					Day-6	Recap
	Week 2, 3		Web services: chat, email, video conferencing	Social networking, e-Learning, e-Banking, e-Shopping, e-Reservation, e-Governance, e-Groups,	Day-1	Introduction about web services
					Day-2	Information about chat and video conferencing
					Day-3	Some other sites
					Day-4	Information about social networking
					Day-5	Safety Instructions
					Day-6	Recap
	Week 4		Revision , Class test	Monthly assessment	Day-1	Recap of first week
					Day-2	Recap of second and third week
					Day-3	Practical
					Day-4	Practical
					Day-5	Doubt session
					Day-6	Assessment
	Week 1		Introduction to web page designing using HTML: create and save an HTML document, access a web page using a web browser, Bgcolor, link, vlink, alink, br (break), hr(horizontal rule), inserting comments	h1..h6 (heading), p (paragraph), b (bold), i (italics), u (underline), ul (unordered list), ol (ordered list), and li (list item).	Day-1	Introduction to web Page designing
					Day-2	Saving a HTML document
					Day-3	Horizontal rule and inserting comments
					Day-4	Access of web page
					Day-5	Practical
					Day-6	Recap
				Embedding audio	Day-1	Introduction of HTML tags
					Day-2	Font tags

JULY	Week 2, 3	Unit 2: Using HTML	HTML tags: html, head, title, body, (attributes: text, background,Description lists: dl, dt and dd	and video in a HTML page, Attributes of ol (start, type), ul (type)	Day-3	Audio and video in HTML page
					Day-4	Doubt session
					Day-5	Practical
					Day-6	Recap
	Week 4		Revision , Class test	Monthly assessment	Day-1	Recap of first week
					Day-2	Recap of second and third week
					Day-3	Practical
					Day-4	Practical
					Day-5	Doubt session
					Day-6	Assessment
AUGUST	Week 1,2	Unit 2: Using HTML	Insert images: img (attributes: src, width, height, alt), sup (super script), sub (subscript).	Links: significance of linking, anchor element (attributes: href, mailto), targets.	Day-1	Introduction about inserting imgaes
					Day-2	Image attributes
					Day-3	Links and anchor element
					Day-4	Doubt session
					Day-5	Practical
					Day-6	Recap
	Week 3,4		HTML Forms: Textbox, radio buttons, checkbox, password, list, combobox.	Cascading style sheets: colour, background-colour, border-style, margin,height, width, outline, font (family, style, size), align, float	Day-1	HTML Forms
					Day-2	Basic about Cascading style sheets
					Day-3	How to align and float
					Day-4	Classroom activity
					Day-5	Doubt session
					Day-6	Recap
SEPTEMBER	Week 1,2	Unit 3: Cyber Ethics	Netiquettes, Software licenses and the open source software movement.	Freedom of information and the digital divide	Day-1	Introduction about netiquettes
					Day-2	Software licenses
					Day-3	Open source software movement
					Day-4	Basic Cyber ethics
					Day-5	Safety Instructions
					Day-6	Recap
	Week 3		Intellectual property rights, plagiarism and digital property rights	E-commerce: Privacy, fraud, secure data transmission.	Day-1	Introduction of property rights
					Day-2	Information about privacy and fraud
					Day-3	Secure data transmission
					Day-4	About plagiarism
					Day-5	Safety Instructions
					Day-6	Recap
	Week 4		Revision , Class test	Monthly assessment	Day-1	Recap of first and second week
					Day-2	Recap of second week
					Day-3	Practical
					Day-4	Practical
					Day-5	Doubt session
					Day-6	Assessment

OCTOBER	Week 1	Unit 4: Scratch or Python	Sprite, tempo, variables, and events	Python basics	Day-1	Basic about python
					Day-2	Introduction about variable and events
					Day-3	Basic coding in python
					Day-4	Hand on practice
					Day-5	Practical
					Day-6	Recap
	Week 2, 3		Coordinates and conditionals, Drawing with iteration	Conditionals: if, if-else statementsLoops; for, while (e.g., sum of first 10 natural numbers)	Day-1	Introduction of conditionals
					Day-2	How to apply if-else
					Day-3	How to use for,while
					Day-4	Doubt session
					Day-5	Practical
					Day-6	Recap
	Week 4		Revision , Class test	Monthly assessment	Day-1	Recap of first week
					Day-2	Recap of second and third week
					Day-3	Practical
					Day-4	Practical
					Day-5	Doubt session
					Day-6	Assessment
NOVEMBER	Week 1,2	Unit 4: Scratch or Python	Update variables repeatedly, iterative development, ask and answer blocks	Practice simple programs	Day-1	Basic about updating variable
					Day-2	How iterative works
					Day-3	Where to apply
					Day-4	Practical
					Day-5	Practical
					Day-6	Recap
	Week 3,4		Create games, animated images, stories and songs	Practice simple programs	Day-1	How to create games
					Day-2	Animated images and stories
					Day-3	Mixer of images, stories and songs
					Day-4	Doubt session
					Day-5	Practical
					Day-6	Recap
	Week 1		Create static web pages, Use style sheets to enforce a format in an HTML page (CSS), Embed pictures, audio and videos in an HTML page, Add tables and frames in an HTML page.		Day-1	Create static web page
					Day-2	Embedded pictures
					Day-3	Audio and video in a HTML page
					Day-4	Tables and frames
					Day-5	Doubt session
					Day-6	Recap
	Week 2		Decorate web pages using graphical elements.Create a website using several web pages. Students may use any open source or proprietary tool.Work with HTML forms: text box, radio buttons, checkbox, password, list, combo box		Day-1	Decoration of web page
					Day-2	Creation of website
					Day-3	Work with HTML forms
					Day-4	Doubt session

DECEMBER R & JANUARY		Lab Exercises	COMBO BOX.	Day-5	Practice
				Day-6	Recap
	Week 3		Write a blog using HTML pages discussing viruses, malware, spam and antiviruses. Create a web page discussing plagiarism, List some reported cases of plagiarism and the consequent punishment meted out.	Day-1	Writing blog using HTML
				Day-2	Creating web page discussing plagiarism
				Day-3	HTML page discussing viruses
				Day-4	Reported cases of plagiarism
				Day-5	Practice
				Day-6	Recap
	Week 4		Explain the nature of the punishment in different countries as per their IP laws, Create simple stories with Scratch (involving at least two objects/characters) and iteration OR write programs for finding the sum/ product of first n natural numbers using Python	Day-1	How to create stories with scratch
				Day-2	Writing programs using python
				Day-3	IP laws
				Day-4	Doubt session
				Day-5	Practice
				Day-6	Recap

Class 11th Syllabus Session (2023-2024)						
Month	Week	Syllabus	Theory	Practical	Day	Day wise topics
APRIL	Week 1	Unit 1: Computer Basics-I	Introduction to Computer, Starting and Shutting down the computer	Classification of Computers- Micro, Mini, Mainframe, Analog, Digital. About Desktop/ Screen,	Day-1	Introduction of computers
					Day-2	Classification of different computers
					Day-3	Importance of different computers.
					Day-4	Classroom activity
					Day-5	Safety Instructions
					Day-6	Recap
	Week 2		Identify the Parts of Computer and their functionality, Identify the Keys of Keyboard, Identify the Mouse and its Buttons	Identify icons of the desktop, Star button and task bar, My Computer, Recycle bin, Components of a computer system – CPU, Memory,Storage devices and I/O devices	Day-1	Basic about icons
					Day-2	Parts of computer
					Day-3	Basic about keys of keyboard
					Day-4	Basic about desktop and task bar
					Day-5	Icons and recyclebin
					Day-6	Hand on practice
	Week 3		Precautions to be taken while opening and closing computers, Feature of the Computers	Input and Output devices Keyboard Mouse, Monitor, printer, speaker, etc.	Day-1	Introduction of I/O Devices
					Day-2	Uses of I/O Devices
					Day-3	Introduction of monitor, printer and speaker
					Day-4	Types of storage device
					Day-5	Uses of storage device
					Day-6	Recap
	Week 4		Strengths and limitation of the computers, Different types of computers, Concept of ASCII, BCD, EBCDetc...	Memory devices Primary and Secondary Memory	Day-1	Features of computers
					Day-2	Strength and limitation of computer
					Day-3	Basic of memory devices
					Day-4	Use of memory
					Day-5	Concept of ASCII , BCD
					Day-6	Recap
MAY+JUNE	Week 1	Unit 2: Using Paint Brush	Introduction about available paint-brush applications in computers	Pencil, Eraser, Fill with Color, Pick color, Brush, Air brush,	Day-1	Introduction of paint
					Day-2	Use of paint
					Day-3	Information about paint tabs
					Day-4	Classroom activity
					Day-5	Doubt session
					Day-6	Practice
	Week 2		Starting Paint brush application	Selection, rectangle selection, freeform selection, View menu, Zoom-in, Zoom- out, Full Screen	Day-1	Introduction of different Shapes and structure
					Day-2	Hand on practice
					Day-3	Using colour and making different structures
					Day-4	Zoom in and zoom out
					Day-5	Group activity
					Day-6	Practice
	Week 3	Unit 3: Introduction to Computer Software	Concept of Hardware and Software, Introduction to OS	Basics of Types of Software, Concept of File/Folder	Day-1	Introduction of hardware and software
					Day-2	Uses of Hardware and Software
					Day-3	Introduction of software
					Day-4	Types of software
					Day-5	Uses of software
					Day-6	Recap
	Week 4		Diiferent OS such as Ubuntu, MS Windows, MS DOS/Terminal, Commands of MS DOS,Ubuntu	Creating/moving/deleting files and folders	Day-1	Introduction of Ubuntu
					Day-2	Why Ubuntu?
					Day-3	Importance and function of Ubuntu
					Day-4	Basic interface of Ubuntu
					Day-5	Creating file and folders
					Day-6	Recap
	Week 1		Introduction to Word writer, Tools of (Brief about) different word processors like MS Word, WordPad, etc	Basic tools used	Day-1	Introduction of word writer
					Day-2	Types of writer
					Day-3	Basic about spelling check
					Day-4	Uses of writer like MS Word, Word pad etc
					Day-5	Classroom activity
					Day-6	Recap

JULY	Week 2	Unit 4: Introduction to Word writer	Locating and Brief about the word processor available/installed in the computer like LibreOffice Writer,	Checking spelling manually, Automatic	Day-1	Introduction of spell check
					Day-2	Importance of spell check.
					Day-3	How to use spell check(manual and automatic)
					Day-4	Practice - error finding and corrections.
					Day-5	Hand on practice
					Day-6	Hand on practice
	Week 3		Creating a file, Saving, opening,editing,printing a file, Selection of text in a document, Move and Copy text in a document	Insertion of picture into a document Formatting text-Font Size, color,sub- super script,bolditalic, underline, Numbering and bullets,Alignment, Change case	Day-1	How to insert picture into a documents.
					Day-2	Importance of picture in a documents
					Day-3	Information about font size, text formats
					Day-4	To create and save a file
					Day-5	Hand on practice
					Day-6	Assessment
	Week 4		Find and Replace text, Formatting fonts of a document, Inserting symbols in a document	Hindi typing/Hindi Fonts, Inserting different things like – Word Art, Page break, images, Clip art, date and time, text box, page numbers etc	Day-1	Basic about finding and replacing text
					Day-2	Hindi typing and Hindi fonts
					Day-3	Formatting fonts and inserting symbol
					Day-4	Doubt session
					Day-5	Hand on practice
					Day-6	Practical
AUGUST	Week 1	Unit 5: Internet	What is internet	Browsing website of Jharkhand government,etc	Day-1	Introduction of internet.
					Day-2	Use of internet.
					Day-3	Advantage and disadvantage of internet.
					Day-4	Internet function and speed.
					Day-5	Hardware for internet.
					Day-6	Hand on practice
	Week 2		Need of Internet, requirements for internet connection,	Creation of Email and using It.	Day-1	Need of internet
					Day-2	Requirement for internet service
					Day-3	What is Email & its Use
					Day-4	Creating an Email ID
					Day-5	Practical-file attachments
					Day-6	Doubt session
	Week 3		Internet Service Providers (ISPs)	Social networking sites, its advantages and disadvantages,	Day-1	Introduction of ISPs
					Day-2	Social networking sites
					Day-3	Advantage & disadvantage of sites
					Day-4	Doubt session
					Day-5	Hand on practice
					Day-6	Recap
	Week 4		Hardware and software requirement for internet service, Opening and closing search engine	Networking of Networks	Day-1	Introduction of search engine.
					Day-2	Types of search engine.
					Day-3	Opening and closing of search engine.
					Day-4	Advantage and disadvantage of search engine
					Day-5	Networking
					Day-6	Self practice
SEPTEMBER	Week 1	Unit 5: Introduction to Spreadsheets packages	What is spreadsheet	Different types of View	Day-1	Introduction of spreadsheet
					Day-2	Introduction of Column ,cell
					Day-3	Types of view
					Day-4	Remove text in Cell, Copy Cut
					Day-5	Doubt session
					Day-6	Hand-on practice
	Week 2		Use of Spreadsheets, Different spreadsheet packages	Freeze Panes, Using formula and functions sum, average, min, max, count, If – else, Text functions etc	Day-1	Introduction of formulas
					Day-2	Use of different keys in worksheet
					Day-3	Types of worksheet
					Day-4	Finding sum and avg etc
					Day-5	Practical
					Day-6	Hand-on practice
					Day-1	Basic formatting of spreadsheet
					Day-2	Information about auto fill and fill handle

	Week 3		Working with spreadsheet, Workbook, sheets, etc., Formatting Spreadsheet : Row/column - height width, Deleting/ hiding row/column,	Auto fill, fill handle, etc. and Comment add/ edit/ hide/ unhide in cell, Printing Sheets	Day-3	Process of printing sheets		
					Day-4	Classroom activity		
					Day-5	Hand-on practice		
					Day-6	Hand-on practice		
	Week 4		Revision , Class test	Monthly assessment	Day-1	Recap of first week		
					Day-2	Recap of second week		
					Day-3	Recap of third week		
					Day-4	Practical		
					Day-5	Doubt session		
					Day-6	Assessment		
	OCTOBER		Week 1,2	Unit 6: Introduction to Multimedia	Introduction to multimedia, uses of multimedia, Hardware and software required in the system	Media Player	Day-1	Introduction of multimedia
							Day-2	Required hardware and software system
Day-3		Uses of multimedia system						
Day-4		Do's and dont's						
Day-5		Recap						
Day-6		Hand-on practice						
Week 3		Introduction about different media player	Playing Video/Audio, How to use Sound recorder		Day-1	Introduction of different media player		
					Day-2	Video and audio player		
					Day-3	Basic information about playing video and audio		
					Day-4	Classroom activity		
					Day-5	Recap		
					Day-6	Hand-on practice		
Week 4		Locating media player, sound recorder ,	Video making/Editing – inserting images ,setting timeline, publishing		Day-1	Basic information about locating media player, sound recorder		
					Day-2	How to use Sound recorder		
					Day-3	Insertion of images		
					Day-4	Making video/Editing		
					Day-5	Recap		
					Day-6	Hand-on practice		
NOVEMBER	Week 1,2	Unit 7: Introduction to Presentation Package	Introduction about different applications available for making presentation such as MS power point, LibreOffice Impress	Different views in Impress	Day-1	Introduction of Impress and MS powerpoint		
					Day-2	File Menu of Impress		
					Day-3	Edit Menu of Impress		
					Day-4	Practical		
					Day-5	Doubt session		
					Day-6	Recap		
	Week 3		Creating &Saving a Presentation, Different type of slide templates	Adding Text and Picture in slide, Setting up slide background and applying design template, Different Slide show options, Setup Slide Show and animation	Day-1	Utility of Presentation		
					Day-2	Setting Background of Slide		
					Day-3	Slide Transition		
					Day-4	Design template and Page setup		
					Day-5	Diferent slide show option and Set up slide show		
					Day-6	Recap & Doubt session		
	Week 4		Revision , Class test	Monthly assessment	Day-1	Recap of first and second week		
					Day-2	Recap of third week		
					Day-3	Practical		
					Day-4	Practical		
					Day-5	Doubt session		
					Day-6	Assessment		
	Week 1	Unit 8: Introduction to Computer Security	Threats to Computers, Viruses and its types, Firewall and its uses, Safely browsing the web and using social networks: identity protection	Proper usage of passwords, privacy, confidentiality of information, cyber stalking, reporting cybercrimes, Antivirus packages	Day-1	What is a Computer Virus?		
					Day-2	Types of Computer Viruses		
					Day-3	Antivirus software and its examples		
					Day-4	Safely accessing websites		
					Day-5	Do's and dont's		
					Day-6	Recap		
	Week 2		Introduction to Web Page Designing using HTML, Creating and Saving an HTML document, Accessing an HTML document using a web browser	Inserting images in a Web Page - tag & its attributes, Linking in Web Pages, Internal & External linking, Anchor tag (<a>) and its attributes	Day-1	Introduction to web Page designing		
					Day-2	Saving a HTML document		
					Day-3	Horizontal rule and inserting comments		
					Day-4	Comments in HTML document		

DECEMBER		Unit 8: HTML	document using a web browser	and its attributes	Day-5	Cascading Style Sheets (CSS)
				Day-6	Recap	
	Week 3		Some HTML elements and their attributes used in designing a web page :- 1.<BODY> ... </BODY> 2. ... 3.<CENTER>, , <HR> etc	Project on HTML scripting, HTML & Bluefish Editor, To understand features of Bluefish Editor & its interface, writing & saving a HTML Script	Day-1	Introduction of HTML tags
					Day-2	Basic about bluefish editor
					Day-3	Saving a HTML document
					Day-4	Running script in web browser
					Day-5	Practical
					Day-6	Recap
	Week 4		Revision , Class test	Monthly assessment	Day-1	Recap of first week
					Day-2	Recap of second week
					Day-3	Recap of third week
					Day-4	Practical
					Day-5	Doubt session
					Day-6	Assessment
JANUARY	Week 1	Unit 8: Programming	Introduction about Programming, Computer Languages – Machine language, Assembly language, High Level languages...4th gen language	Algorithm, Flow charts, Question based on sequence, selection and iteration	Day-1	What is Programming
					Day-2	Types of programming languages
					Day-3	Uses of different languages
					Day-4	What's the Difference Between Coding & Programming?
					Day-5	Algorithm and flow chart
					Day-6	Recap & Doubt session
	Week 2	Unit 9: Some ICT tools	Kgeography, To be able to read maps to identify different States of India & other Countries – their Capitals & flags different Districts of States.	Practical on :Kgeography,Celestia	Day-1	Basic information about Kgeography
					Day-2	Information about reading maps
					Day-3	Doubt session
					Day-4	Classroom activity
					Day-5	Recap
					Day-6	Recap
	Week 3		A geographical atlas and a virtual globe used to look up places, To easily create maps, A combination of Geometry and Algebra to construct different geometric shapes, Other tools	Practical on : Stellarium,Marble,GeoGebra	Day-1	Basic about atlas and virtual globe
					Day-2	Combination of geometry and algebra
					Day-3	Easily creating maps
					Day-4	Classroom activity
					Day-5	Hand-on practice
					Day-6	Hand-on practice
	Week 4		Revision , Class test	Monthly assessment	Day-1	Recap of first week
					Day-2	Recap of second week
					Day-3	Recap of third week
					Day-4	Practical
					Day-5	Doubt session
					Day-6	Assessment

Class 12th Syllabus Session(2023-2024)						
Month	Week	Syllabus	Theory	Practical	Day	Day wise topics
April	Week 1,2	Unit 1: Computer Networks (CN)	Structure of a network, Types of networks: local area and wide area (web and internet), New technologies such as cloud and IoT, Public vs Private cloud, Wired and Wireless networks;	Idea of retransmission, and rate modulation when there is congestion (analogy to a road network)	Day-1	Introduction about structure of a network
					Day-2	Types of network
					Day-3	Concept of clouding and IOT
					Day-4	Idea of retransmission
					Day-5	Doubt session
					Day-6	Recap
	Week 3,4		Network devices such as a NIC, Switch, Hub, Router, and Access point.	Protocols: 2G, 3G, 4G, WiFi. What makes a protocol have a higher bandwidth?	Day-1	Introduction of network devices
					Day-2	Basic devices switch, router etc
					Day-3	Internet protocols
					Day-4	Doubt session
					Day-5	Do's and Dont's
					Day-6	Recap
May+June	Week 1,2		Network stack: Amplitude and frequency modulation, Collision in wireless networks, Error checking and the notion of a MAC address, Main idea of routing	Basic network tools: Trace route, Ping, IPconfig, NSlookup, Whois, Speed-test	Day-1	Introduction about network stack
					Day-2	Error checking
					Day-3	Idea of routing
					Day-4	Basic network tools
					Day-5	Doubt session
					Day-6	Recap
	Week 3,4		IP addresses: (v4 and v6), Routing table, Router, DNS, and web URLs, TCP, Application layer: HTTP (basic idea), Working of email, secure communication: Encryption and certificates (HTTPS)	Network applications: Remote desktop, Remote login, HTTP, FTP, SCP, SSH, POP/IMAP, SMTP, VoIP, NFC	Day-1	Introduction of IP adresss
					Day-2	Working of email
					Day-3	Basic about network application
					Day-4	Information about secure communication
					Day-5	Practical
					Day-6	Recap
July	Month	Unit 2: Society, Law and Ethics	Intellectual property rights, Plagiarism, digital rights management and licensing (Creative Commons, GPL and Apache), Open source, Open data, Privacy.	Technology and society: Understanding of societal issues and cultural changes induced by technology.	Day-1	Introduction about intellectual property rights
					Day-2	About plagiarism
					Day-3	Internet protocols
					Day-4	Information about technology and society
					Day-5	Open source and privacy
					Day-6	Recap
August	Month		Privacy laws,Fraud, Cyber crime- Fishing, Illegal downloads, Child pornography, Scams; Cyber forensics IT Act, 2000.	E-waste management: Proper disposal of used electronic gadgets, Identity theft, Unique ids, Biometrics, Gender and Disability issues while teaching and using computers	Day-1	About privacy laws
					Day-2	About fraud and cyber crime
					Day-3	E-waste management
					Day-4	Information about biometrics and unique id
					Day-5	Doubt session
					Day-6	Recap
	Week 1 2	Installation/De-installation of	Cell Referencing – Relative, Absolute and Mixed Cell	Day-1	Introduction about installation of office packages	
				Day-2	About cell referencing	
				Day-3	About mixed cell referencing	

September	Week 1, 2	Unit 3: Working in Spreadsheet Packages	Office Package	Absolute and mixed Cell Reference	Day-4	Hand-on practice
	Week 3,4		Microsoft Excel, Libre Office-Calc, Google Sheets	Working with formula across sheets	Day-5	Doubt session
					Day-6	Recap
					Day-1	Introduction of formula
					Day-2	Use of different keys in worksheet
					Day-3	Idea about different sheets
					Day-4	Finding sum and avg etc
					Day-5	Hand-on practice
					Day-6	Recap
October	Week 1,2	Unit 3: Working in Spreadsheet Packages	Using formula for Sheets references and workbook reference	Specifying Header & Footer	Day-1	Idea about sheet referencing
					Day-2	Use of Header and footer
					Day-3	Idea about workbook reference
					Day-4	Doubt session
					Day-5	Hand-on practice
					Day-6	Recap
	Week 3,4		Formatting sheets	Page setup & printing spreadsheets	Day-1	Basic formatting of spreadsheet
					Day-2	Information about page setup
					Day-3	Process of printing sheets
					Day-4	Classroom activity
					Day-5	Doubt session
					Day-6	Hand-on practice
November	Week 1,2	Unit 3: Working in Spreadsheet Packages: Advance	Protecting spreadsheet/Work book	Sorting and Filtering records	Day-1	Idea about protecting spread sheet
					Day-2	Use of sorting and filtering
					Day-3	Information about auto fill and fill handle
					Day-4	Doubt session
					Day-5	Hand-on practice
					Day-6	Recap
	Week 3,4		Exporting spreadsheet in PDF form	Embedding Charts	Day-1	Need of exporting spreadsheet
					Day-2	How to export in pdf form
					Day-3	Information about embedding charts
					Day-4	Doubt session
					Day-5	Recap
					Day-6	Hand-on practice
December	Month	Unit 3: Working in Spreadsheet Packages: Advance	Conditional Formatting	Using Form for data entry	Day-1	About conditional formatting
					Day-2	Data entry using form
					Day-3	Some advance formatting
					Day-4	Doubt session
					Day-5	Practical
					Day-6	Recap
					Day-1	Idea about data sort and filter
					Day-2	Advance formula and function

January	Week 1,2	Unit 3: Working in Spreadsheet Packages: Advance	Data Sort & Filter	Using advance formula and functions (Text, Logical, Financial etc)	Day-3	Where to apply advance formula
					Day-4	Doubt session
					Day-5	Practical
					Day-6	Hand-on practice
	Week 3,4		Inserting Pivot table	More on advance options available in Spreadsheet package...etc	Day-1	Use of pivot table
					Day-2	Insertion of pivot table
					Day-3	Need of advance options
					Day-4	Information about advance options in spreadsheet
					Day-5	Doubt session
					Day-6	Recap