

# LOVE DALE RESIDENTIAL SCHOOL (SENIOR SECONDARY)

SUBJECT: INFORMATION TECHNOLOGY

SUBJECT CODE:V

## YEAR PLAN (2024-25)

S.No	TERM	MONTH	TOPIC / Chapters	SUBJECT ENRICHMENT
1.	<u>PRE MID TERM</u>			
	<u>PERIOD - (JUNE )</u>	JUNE Working Days -23	1. INSIDE A COMPUTER	<ul style="list-style-type: none"><li>• CPU</li><li>• RAM</li><li>• ROM</li></ul>
	<u>ASSESSMENT 1)</u>	JULY Working Days -25	2. WINDWOS10	<ul style="list-style-type: none"><li>• Operating system</li><li>• Desk top</li><li>• Icons</li></ul>
2.	<u>MID TERM</u>	AUG Working Days -20	3. INTERNET COMMUNICATION	<ul style="list-style-type: none"><li>• Internet</li><li>• E-mail</li><li>• Blogs</li></ul>

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		SEPTEMBER Working Days -18	4. MS WORD	<ul style="list-style-type: none"><li>• Formatting</li><li>• List</li><li>• alignment</li></ul>
		OCTOBER Working Days- 24	5. INSERTING FEATURES	<ul style="list-style-type: none"><li>• Illustrations</li><li>• Symbols</li><li>• Wordart</li></ul>
3	<u>POST MID TERM</u>	NOVEMBER Working Days -25	6. MICROSOFT POWERPOINT	<ul style="list-style-type: none"><li>• Slide</li><li>• Animation</li><li>• presentations</li></ul>
			7. POWERPOINT GRAPHICS	<ul style="list-style-type: none"><li>• Smart graphics</li><li>• Header and footer</li><li>• Smart art</li></ul>

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		<b>DECEMBER</b> Working Days -18	REVISIONS	
5.	<b>Term End Assessment</b>  (100 % of annual syllabus )  <u>REVISION</u> –  <u>ASSESSMENT</u>	<b>JANUARY</b> Working Days -	REVISION	