LOVE DALE RESIDENTIAL SCHOOL (SENIOR SECONDARY)

SUBJECT: INFORMATION TECHNOLOGY   SUBJECT CODE:VII

YEAR PLAN (2024-25)

S.No	TERM	MONTH	TOPIC / Chapters	SUBJECT ENRICHMENT
1.	**PRE MID TERM**			
	PERIOD - (JUNE)	**JUNE** **Working Days -23**	1. NETWORK AND SECURITY	• COMPUTER NETWORK • Protocols • Virus
	ASSESSMENT 1)	**JULY** **Working Days -25**	2. INTRODUCTION TO HTML	• Advantages • Structure of HTML • Tags
2.	**MID TERM**	**AUG** **Working Days -20**	3. **TABLES IN MS W ORD**	• **Inserting tables** • Merge cells • Conversion table

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		SEPTEMBER **Working Days -18**	4. MAIL MERGE	• **Data source** • Address field • Merging to print
		OCTOBER **Working Days- 24**	5. **INTRODUCTION TO BASIC**	• **Constants and variables** • Basic commands • graphics
3	**POST MID TERM**	**NOVEMBER** **Working Days -25**	6. **MORE ON EXCEL**	• Working with cells • Formula • Operators
			7. **CONDITIONAL FORMATTING**	• Cell rules • Formatting • charts

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	DECEMBER **Working Days -18**	8. **FUNCTIONS IN MS EXCEL**	• **Arguments** • Mathematical functions • Logical functions
5.	**Term End Assessment** **(100 % of annual syllabus)** **REVISION –** **ASSESSMENT**	**JANUARY** **Working Days -**	**REVISION**	