



### LESSON PLAN

Program Name	Computer Engineering
Subject Name	Introduction to IT System
Subject Code	ES102
Semester	1 <sup>st</sup> Civil
Subject Teacher Name	Er. Sanjeev Kumar

#### Evaluation Scheme

Sr. No.	Subject Name	Study scheme (Hrs/Week)		Marks in Evaluation Scheme					
				Internal Assessment			External Assessment		
		Th	Pr	Th	Pr	Total	Th	Pr	Total
1.	Web Technology	2	4	40	40	80	60	60	120
Reference Books		(i) R.S. Salaria, Computer Fundamentals, Khanna Publishing House. (ii) Fundamentals of Computer by V Rajaraman; Prentice Hall of India Pvt. Ltd., New Delhi. (iii) Information Technology for Management by Henry Lucas, Tata McGraw Hills, New Delhi. (iv) Computers Fundamentals Architecture and Organization.							

#### Course Outcomes (COs)

CO - 1	To learn basics of configuration and installation of O.S.
CO - 2	To learn assemble a PC and connect it to external devices.
CO - 3	To understand create, edit, save & print a word document and Worksheets and protect documents.
CO-4	To understand computer from basic abuses and viruses attack.

#### Teaching Plan

Unit No.	Name of Topic	Proposed Date	Actual Date	Remarks
1	Block Diagram of Computer System, General Understanding of various hardware components- CPU	01-08-2024		
		06-08-2024		
		08-08-2024		
	Memory, Display Devices (CRT and LCD Monitors), Keyboard, Mouse, HDD.	13-08-2024		
		20-08-2024		
		22-08-2024		
		27-08-2024		
2	Software and its types, Operating	29-08-2024		

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	System: Definition, types and function of Operating System,	03-09-2024 05-09-2024 10-09-2024 12-09-2024		
	Booting the system (Cold and warm)	17-09-2024 19-09-2024		
3	Understanding the terminology of internet-web browser, search engine, world wide web, Types of Networks.	24-09-2024 26-09-2024 01-10-2024 03-10-2024		
	Awareness about the government portals (state portals and national portals) and institute portals	08-10-2024		
4	File Management (Creating new document, saving a document, printing a document), Editing a document,	10-10-2024 15-10-2024		
	use of Home, Insert, Design Layout ribbons	17-10-2024 22-10-2024		
5	Working with spread sheets, entering data into the cells, merging cells, formula bar.	24-10-2024 29-10-2024 31-10-2024 05-11-2024		
	usage of simple functions such as sum, average, min, max, percentage, round, floor, ceiling, conditional formatting of cells.	07-11-2024 12-11-2024 14-11-2024		
6	Concept of online frauds, threats of online crime	19-11-2024 21-11-2024		
	virus attacks and use of antivirus.	26-11-2024 28-11-2024		

### Assignments

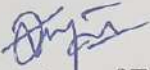
Assignment No	Contents of Syllabus Covered	Proposed Date	Actual Date	Remarks
A-1	Unit-1 and Unit-2	03/09/2024		
A-2	Unit-3 and Unit-4	10/10/2024		
A-3	Unit-5, Unit-6	14/11/2024		

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## House Test/Class Test

Name of test	Syllabus for Tests	Proposed Date	Actual Date	Remarks
Class Test -1	Unit-1 and Unit-2	As per HPTSB Academic Schedule		
Class Test -2	Unit-3 and Unit-4			
House Test - 1	Unit-1- Unit-5 and unit -6 basics overview			

  
(Signature of Teacher)  
Er. Sanjeev Kumar

  
(Signature of HOD)

Approved

  
Principal 11/8/24  
Govt. Polytechnic for Women Rehan