O. P. JINDAL SCHOOL, SAVITRINAGAR, TAMNAR

Annual Syllabus Break-up for the session 2023-2024

Subject: Information Technology (402)   Class: X

Sl.	Month	No. of Instructional days	No. of periods	Chapters to be taught	Subject enrichment activities	Values to be imparted	Extra content to be taught
1	April	21	12	PART – A Unit -3 Basic ICT Skills – II UNIT -1 CommunicationSkills	Check points Competency Based Questions Activity(Related to contentfor sessions 1 to 7) PPT's ,Videos, Quiz	Awareness of computerperipherals Web Applications (Basics) (Basic ICT Skills – II) Word Processing (Intermediate) Employability Skills / Communication Skills	ICT usage discussed in our dayto day life Various aspects discussed on becoming an entrepreneur

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2	June	11	4	PART – A Unit -2 Self Management Skills Unit -4 Entrepreneurial Skills	Check points Competency Based Questions Activity(Related to contentfor sessions 1 to 3) PPT's ,Videos, Quiz	Aware about differentSelf Skills Employability Skills Self-Management, Entrepreneurial Skills.	Charts shown on different on self management skills Various aspects discussed on becoming an entrepreneur

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3	July	23	12	PART – A Unit – 5 Green Skills PART – B Unit- 1 Digital Documentation (Advanced)	Check points Competency Based Questions Activity(Related to contentfor sessions 1 to 4) Activity(Related to contentfor sessions 1 to 6) PPT's ,Videos, Quiz	Importance of Green economy and skills Digital Presentation (Intermediate) Usage of writer & mailmerge	Several job categories shown forgreen skills n upcoming future in it Different innovative activities done for writer

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4	August	23	12	PART – B Unit- 2 Electronic Spreadsheet (Advanced)	Check points Competency Based Questions Activity(Related to contentfor sessions 1 to 6) PPT's ,Videos, Quiz	Importance of charts andGraphs in Calc Usage of Calc for formatting & sorting	Different practicalactivities implemented for Calc

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5	September	12	4	Revision & Half Yearly Examination		Revision & Half Yearly Examination	

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6	October	20	10	PART – B Unit – 3 Database Management System	Check points Competency Based Questions Activity(Related to contentfor sessions 1 to 8) PPT's ,Videos, Quiz	Data Base Development (Basics) Importance of tables, forms, queries, reports in database Usage of SQL for data management	Normalization in database and Types, importance of normalization

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7	November	13	6	PART – B Unit – 4 Web Application and Security	Check points Competency Based Questions Activity(Related to contentfor sessions 1 to 8) PPT's ,Videos, Quiz	About networks fundamentals, types of networks Instant messaging Internet Security Online Transactions etc.	Different topologies in networks etc.

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8	December	19	9	Revision / Assessment and Preboard	Project, Practical and Revision		

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9	January	22		Preboard Examination	Project, Practical and Revision		

Sl.	Month	No. of Instructional days	No. of periods	Chapters to be taught	Subject enrichment activities	Values to be imparted	Extra content to be taught
10	February	15		Board Annual Examination	Board Annual Examination	Board Annual Examination	Board Annual Examination

SYLLABUS FOR EXAMINATION

SN	EXAMINATION	EXAMINATION'S MONTHS	MAX MARKS	Max Time	SYLLABUS FOR EXAMINATION
1	TEST – 1	July	20	1 Hr	PART – A Unit -3 Basic ICT Skills – II UNIT -1 CommunicationSkills
2	Half Yearly Examination	September	50	2 Hrs	PART – A Unit 1 to 5 PART-B Unit 1,2.
3	TEST – 2	November	20	1 Hr	PART – B Unit – 3 Database Management System
4	Board Examination	February	50	2 Hrs	Complete Syllabus