

Lesson Plan

Name of the Assistant/ Associate Professor: Miss. Deepshikha

Class and Section: B Com. IInd Sem

Subject: Introduction to Computer Applications

Week	Date	Topics
1	1-Jan-18	Introduction to Computer Applications
	2-Jan-18	Component and classification of computer
	3-Jan-18	Application and Limitation of Computer
	4-Jan-18	Input Devices : Meaning and types
	5-Jan-18	Input Devices : Meaning and types
	6-Jan-18	Input Devices : Meaning and types
	7-Jan-18	Sunday
2	8-Jan-18	Output Devices : Meaning and types
	9-Jan-18	Output Devices : Meaning and types
	10-Jan-18	Test
	11-Jan-18	Memory : Meaning and types
	12-Jan-18	Types of Primary Memory
	13-Jan-18	Types of Secondary Memory
	14-Jan-18	Sunday
3	15-Jan-18	Types of Secondary Memory
	16-Jan-18	Test
	17-Jan-18	Computer Software: Meaning and Types
	18-Jan-18	Computer Software: Meaning and Types
	19-Jan-18	Uses and advantages of Computer Software
	20-Jan-18	Test
	21-Jan-18	Sunday
4	22-Jan-18	Vasant Panchami
	23-Jan-18	Operating System: Meaning and Types
	24-Jan-18	Sir Chhotu Ram Jayanti
	25-Jan-18	Operating System: Meaning and Types
	26-Jan-18	Republic Day
	27-Jan-18	Operating System: Function and merits
	28-Jan-18	Sunday
5	29-Jan-18	Test
	30-Jan-18	Evolution of Windows
	31-Jan-18	Types of Windows

Lesson Plan

Name of the Assistant/ Associate Professor

Miss. Deepshikha

Class and Section:

B Com. IInd Sem.

Subject:

Introduction to Computer Applications

Week	Date	Topics
1	1-Feb-18	Use of GUI in Window Explorer
	2-Feb-18	Test
	3-Feb-18	Control Panal
	4-Feb-18	Sunday
2	5-Feb-18	Presentation
	6-Feb-18	Use of Paintbrush Tools
	7-Feb-18	Concept of data
	8-Feb-18	Need of Information
	9-Feb-18	Test
	10-Feb-18	Maharshi Dayanand Saraswati Jayanti
	11-Feb-18	Sunday
3	12-Feb-18	Presentation
	13-Feb-18	Maha Shivratri
	14-Feb-18	Uses and feature of Information
	15-Feb-18	Levels of Information
	16-Feb-18	Types of Data Processing System
	17-Feb-18	Types of Data Processing System
	18-Feb-18	Sunday
4	19-Feb-18	Quiz
	20-Feb-18	Network: Meaning and Basic
	21-Feb-18	Types of Network
	22-Feb-18	Types of Network
	23-Feb-18	Topologies of Network
	24-Feb-18	Types of Network
	25-Feb-18	Sunday
5	26-Feb-18	Test
	27-Feb-18	CBIS
	28-Feb-18	Holiday

Lesson Plan

Name of the Assistant/ Associate Professor

Miss. Deepshikha

Class and Section:

B Com. IInd Sem.

Subject:

Introduction to Computer Applications

Week	Date	Topics
1	1-Mar-18	Guru Ravidas Birthday
	2-Mar-18	Holi
	3-Mar-18	Holiday
	4-Mar-18	Sunday
2	5-Mar-18	CBIS
	6-Mar-18	Information Technology: Meaning
	7-Mar-18	Impact and advantages of IT
	8-Mar-18	Tools of IT
	9-Mar-18	Business Data Processing
	10-Mar-18	Intra Organisational Communication
	11-Mar-18	Sunday
3	12-Mar-18	Inter Organisational Communication
	13-Mar-18	Test
	14-Mar-18	Business Process: Meaning and Features
	15-Mar-18	Knowledge Process Outsourcing
	16-Mar-18	Knowledge Process Outsourcing
	17-Mar-18	TPS
	18-Mar-18	Sunday
4	19-Mar-18	Test
	20-Mar-18	TPS
	21-Mar-18	TPS
	22-Mar-18	Presentation
	23-Mar-18	Shaheedi Diwas of Bhagat Singh, Rajguru & Sukhdev
	24-Mar-18	Presentation
	25-Mar-18	Sunday/ Ram Navami
5	26-Mar-18	MIS: Meaning and Objectives
	27-Mar-18	Features and tools of MIS
	28-Mar-18	Test
	29-Mar-18	Mahavir Jayanti
	30-Mar-18	Internet: Introduction
	31-Mar-18	Application and uses of Internet

Lesson Plan

Name of the Assistant Professor: Miss. Deepshikha

Class and Section: B Com. IInd Sem.

Subject: Introduction to Computer Applications

Week	Date	Topics
1	1-Apr-18	Sunday
	2-Apr-18	Types of Internet
	3-Apr-18	Internet Services
	4-Apr-18	Internet Services
	5-Apr-18	Effects of Internet on Business
	6-Apr-18	Tools and Limitations of Internet
	7-Apr-18	Test
	8-Apr-18	Sunday
2	9-Apr-18	Gmail: Meaning and features
	10-Apr-18	Opening an Account
	11-Apr-18	Finding g-mail address
	12-Apr-18	Adding Signature, Attaching Files
	13-Apr-18	Opening Attachments and managing account
	14-Apr-18	Dr Ambedkar Jayanti / Vaisakhi
	15-Apr-18	Sunday
3	16-Apr-18	Test
	17-Apr-18	Revision of syllabus
	18-Apr-18	Parashurama Jayanti
	19-Apr-18	Revision of syllabus
	20-Apr-18	Revision of syllabus
	21-Apr-18	Revision of syllabus
	22-Apr-18	Sunday
4	23-Apr-18	Assignments
	24-Apr-18	Assignments
	25-Apr-18	Assignments
	26-Apr-18	Revision of syllabus
	27-Apr-18	Revision of syllabus
	28-Apr-18	Revision of syllabus