

SYLLABUS BREAK-UP (2017-2018) Sub:Information Technology Gr:5

| Month | Week | Chapter/ Portion | On-going Evaluation (CT,Msem, Sem) | | | | |
|-----------|-------|---|------------------------------------|---------|-------|----------------------|--------------------|
| | | | Class Test | Mid Sem | Sem | Note Book Inspection | Subject Enrichment |
| April | 1 | Chapter 1: Computer Fundamentals | | | Grade | | |
| | 2 | Storage capacity | | | | | |
| | 3 | Memory and its Types | | | | | |
| | 4 | Chapter 2: Procedures in LOGO | | | | | |
| May | 1 | Logo Primitives | | | | | |
| | 2 | Logo Procedures | | | | | |
| | 3 | Chapter3: Working with tables in Word | | | | | |
| | 4 | Formatting tables | | | | | |
| | 5 | Performing calculations in tables | | | | | |
| June | 1 | Chapter4: Working with Objects in word | | | | | |
| | 2 | Inserting pictures , Word art,Symbols | | | | | |
| | 3 | Chapter 5: More on word | | | | | |
| September | 2 | Page formatting-Column Formatting | | | | | |
| | 3 | Revision | | | | | |
| | 4 | SA1 I.T Lab Exam | | | | | |
| October | 1 | SA1 I.T Lab Exam | | | | | |
| | 2&3 | FIRST SEMESTER EXAMINATION | | | | | |
| | 4 | Chapter 6: More on Powerpoint | | | | | |
| November | 1 | Changing Layout,background of a slide | | | | | |
| | 2 | Editing a presentation,inserting images | | | | | |
| | 3 | Chapter 7:Introduction to Microsoft Excel | | | | | |
| | 4 | Components of microsoft Excel window | | | | | |
| December | 1&2 | working with workbook,worksheet | | | | | |
| | 2 | Chapter 8:Introduction to the internet | | | | | |
| January | 2 | Advantages and Disadvantages of internet | | | | | |
| | 3 | Net Etiquette | | | | | |
| | 4 | Chapter 9: programming Concepts: | | | | | |
| | 5 | Algorithm, Flowchart | | | | | |
| February | 1 | Pseudocode | | | | | |
| | 2 | Revision | | | | | |
| | 3 & 4 | SA2 I.T Lab Exam | | | | | |
| March | | SECOND SEMESTER EXAMINATION | | | | | |