

Monthly allocation of Syllabus

Skill Subject : IT/ITES.

Level : I

Duration : 1 July to 28 FEB.

Class : 9th.

Month	No. of Working days	Title	No. of Teaching Periods	No. of Revision Periods
JULY.	26.	VOL-1 (S-1-S3) COMMON ENG. (S1-S5) MASTERING K/B. (S1-S5) COMP. FUNDAMENTAL	10 15 20	6
AUGUST.	23.	VOL-1 (S4-S5) COMMON ENG (S6-S9) COMP. FUNDAMENTAL	20 20	6
SEPT.	15.	VOL-1 (S6-S8) COMMON ENG (S10-S11) COMP. FUNDAMENTAL (S1-S11) MS WORD	3 4 19.	4.
OCT.	16.	VOL-1 (S9-S10) COMMON ENG. (S12-S20) MS WORD. (S1-S12) MS PPT.	06 10 10	6
Nov.	23.	VOL-1 (S11-S12) COMMON ENG (S1-S10) MS EXCEL	12 28	6
DEC.	23.	VOL-1 (S13-S14) COMMON ENG. (S11-S19) MS EXCEL	12 28	6

It is certified that this "Monthly allocation syllabus" covers the whole syllabus

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Monthly allocation of Syllabus

Skill Subject : *IT/ITES.*

Level : *I*

Duration :

Class : *9th.*

Month	No. of Working days	Title	No. of Teaching Periods	No. of Revision Periods
<i>JAN.</i>	<i>16.</i>	<i>VOL-1 (S15-S16) COMMON ENG. (S1-S8) E-MAIL</i>	<i>12 14</i>	<i>6</i>
<i>FEB.</i>	<i>21</i>	<i>VOL-1 (S17-S18) COMMON ENG (S9-S12) E-MAIL.</i>	<i>12 24</i>	<i>6</i>
<i>MAR.</i>		<i>REVISION.</i>		

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Name & Mobile No :

School :

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Monthly allocation of Syllabus

Skill Subject: IT/ITES

Level: II

Duration: 1st July to 28 FEB.

Class: 10th.

Month	No. of Working days	Title	No. of Teaching Periods	No. of Revision Periods
JULY.	26.	VOL-1 (S-1-S2) FUNCTIONAL ENG. (S1-S11) WORD PROCESSING.	12 30	10
AUG.	23.	VOL-1 (S3-S4) FUNCTIONAL ENG. (S1-S12) SPREADSHEET	12 24	10
SEPT.	15.	VOL-1 (S5-S6) FUNCTIONAL ENG. (S1-S11) PRESENTATION	04 24	02
OCT.	16.	VOL-1 (S7-S10) FUNCTIONAL ENG. (S1-S5) E-MAIL MESSAGING.	10 12	10
Nov.	23.	VOL-1 (S11-S14) FUNCTIONAL ENG. (S6-S10) E-MAIL MESSAGING.	12 24	10
DEC.	23.	VOL-1 (S15-S18) FUNCTIONAL ENG. (S1-S3) WEB APPLICATION	12 24	10

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Monthly allocation of Syllabus

Skill Subject : IT/ITES

Level : II

Duration :

Class : 10th.

Month	No. of Working days	Title	No. of Teaching Periods	No. of Revision Periods
JAN.	16.	VOL-1 (S19-S20) FUNCTIONAL ENG. (S4-S6) WEB APPLICATIONS (S1-S3) DATABASE	06 10 10	6
FEB.	21.	VOL-1 (S21-S22) FUNCTIONAL ENG. (S4-S8) DATABASE	10 22	10
MAR.		REVISION.		

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Name & Mobile No :

School :

Email :

Monthly allocation of Syllabus

Skill Subject : IT/ITES.

Level : 3.

Duration : 1st July to 28 FEB.

Class : 11th.

Month	No. of Working days	Title	No. of Teaching Periods	No. of Revision Periods
July	26.	(S1-S6) FUNCTIONAL ENG. (S1-S11) WORD PROCESSOR (S1-S6) SPREAD SHEET (S1-S8) COMPUTER NETWORK (S1-S5) DIGITAL LITERACY	6 18 12 10	6
AUGUST	23.	(S7) FUNCTIONAL ENG. (S6-S11) WORD PROCESSOR (S1-S10) SPREAD SHEET S9-S11 COMPUTER NETWORK.	04 20 10	6
SEPT.	15.	(S8) FUNCTIONAL ENG. (S1-S6) PRESENTATION. (S12-S14) COMPUTER NETWORK	02 12 10	6
OCT.	16.	(S9-S10) FUNCTIONAL ENG. (S15-S17) COMPUTER NETWORK (S1-S4) WEB DEVELOPMENT (I)	02 12 12	6
Nov.	23.	(S11-12) FUNCTIONAL ENG. (S1-S3) E-MAIL MESSAGING (S18-S20) COMPUTER NETWORK (S5-S10) WEB DEVELOPMENT (I)	02 08 15 15	6
DEC.	23.	(S13-S14) FUNCTIONAL ENG. (S4-S6) EMAIL MESSAGING. (S21-S23) COMPUTER NETWORK (S11-S15) WEB DEVELOPMENT (I)	02 08 15 15	6

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Monthly allocation of Syllabus

Skill Subject : IT/ITES.

Level : III

Duration :

Class : 11th.

Month	No. of Working days	Title	No. of Teaching Periods	No. of Revision Periods
JAN.	16.	(S15-S16) FUNCTIONAL ENG. (S7-S9) EMAIL MESSAGING (S24) COMPUTER NETWORK. (S16-S20) WEB DEVELOPMENT (I)	02 11 03 12	04
FEB.	21.	(S10-S14) EMAIL MESSAGING. (S21-S26) WEB DEVELOPMENT (I)	14 16	12
MAR.		REVISION.		

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Name & Mobile No :

School :

Email :

Monthly allocation of Syllabus

Skill Subject: IT/ITES.

Level: IV

Duration :

Class: 12th.

Month	No. of Working days	Title	No. of Teaching Periods	No. of Revision Periods
JULY	26.	VOL-1 (S1-S13) FUNCTIONAL ENG. VOL-2 (S1-S10) WORD PROCESSOR VOL-2 (S1-S10) EMAIL MESSAGING.	10 12 10	10
AUG.	23.	VOL-3 (S1-S9) WEB DESIGN & D. (II)	30	16
SEPT.	15.	VOL-3 (S10-S14) WEB DESIGN & D. (II)	20	10
OCT.	16.	VOL-1 (S14-S18) FUNCTIONAL ENG. VOL-2 (S1-S4) SPREADSHEET.	08 12	12
NOV.	23.	VOL-1 (S19-S22) FUNCTIONAL ENG VOL-2 (S5-10) SPREAD SHEET	12 18	08+08 =16
DEC.	23.	VOL-3 (S15-19) WEB DESIGN & D(II) VOL-2 (S1-S3) PRESENTATION	12 18	16

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Monthly allocation of Syllabus

Skill Subject: IT/ITES.

Level: IV

Duration :

Class: 12th.

Month	No. of Working days	Title	No. of Teaching Periods	No. of Revision Periods
JAN	16.	VOL-3 (S20-S23) WEB DESIGN & PD (II) VOL-2 (S3-S5) PRESENTATION	8 12	12
FEB.	21.	VOL-3 (S24-S26) WEB DESIGN & PD (II) VOL-2 (S6-S7) PRESENTATION	16 16	10
MAR		REVISION.		

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