

LESSON PLAN

SUB: INTRODUCTION TO IT SYSTEM LAB

BRANCH:- MECHANICAL ENGINEERING

SEMESTER:1ST

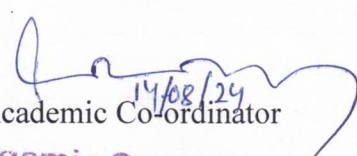
NAME OF FACULTY: PRAFULLA KUMAR MUNDA (LECT. STAGE-II IN CSE)




**GOVERNMENT POLYTECHNIC,
BHADRAK**

Session:2024-2025


HOD, Math & Sc.


Academic Co-ordinator
Academic Co-ordinator


Principal
Govt. Polytechnic, Bhadrak
Govt. Polytechnic
Bhadrak

Discipline: Mechanical Engg.	Semester: 1 st , Winter/2024	Name of the Faculty: Prafulla Kumar Munda, Lecturer stage -II, <i>CSE</i> Email ID: prafulla.guia@gmail.com
Subject: Introduction to IT System Lab Pr-1	No. of Days/week: 04	Start Date: 16/08/2024 End Date: 24/12/2024

Week	Class Day	Theory Topics
1 st	1st	Browser features, browsing, using various search engines, writing search queries
	2nd	Browser features, browsing, using various search engines, writing search queries
2 nd	1st	Visit various e-governance/Digital India portals, understand their features, services offered
	2nd	Visit various e-governance/Digital India portals, understand their features, services offered
3 rd	1st	Read Wikipedia pages on computer hardware components, look at those components in lab, identify them, recognize various ports/interfaces and related cables, etc
	2nd	Read Wikipedia pages on computer hardware components, look at those components in lab, identify them, recognize various ports/interfaces and related cables, etc
4 th	1st	Install Linux and Windows operating system on identified lab machines, explore various options, do it multiple times.
	2nd	Install Linux and Windows operating system on identified lab machines, explore various options, do it multiple times.
5 th	1st	Install Linux and Windows operating system on identified lab machines, explore various options, do it multiple times.
	2nd	Install Linux and Windows operating system on identified lab machines, explore various options, do it multiple times.
6 th	1st	Connect various peripherals (printer, scanner, etc.) to computer, explore various features of peripheral and their device driver software.
	2nd	Connect various peripherals (printer, scanner, etc.) to computer, explore various features of peripheral and their device driver software.
7 th	1 st	Basic HTML Commands
	2 nd	Practice HTML commands(Basic HTML program)
8 th	1 st	Practice HTML commands(Table)
	2 nd	Practice HTML commands(Form,/Biodata)
9 th	1 st	Make your own Webpage
	2 nd	Make your own Webpage
10 th	1st	Explore features of Open Office tools, create documents using these features, do it multiple times (Introduction)
	2 nd	Explore features of Open Office tools(MS Word)
11 th	1 st	Explore features of Open Office tools(MS Word)
	2 nd	Explore features of Open Office tools (Task-Resume)
12 th	1 st	Explore features of Open Office tools(MS Excel)
	2 nd	Explore features of Open Office tools(Task-Marksheet)
13 th	1 st	Explore features of Open Office tools (MS Powerpoint)
	2 nd	Explore features of Open Office tools(Task-PPT Presentation)

14 th	1st	Explore security features of Operating Systems and Tools, try using them and see what happens
	2 nd	Explore security features of Operating Systems and Tools, try using them and see what happens
15 th	1st	Record Check /Doubt clearing /question answer discussion
	2nd	Record Check Doubt clearing /question answer discussion

Prapulla Kumar Mun
Signature of faculty