

## Lesson Plan (2021-22)

Name of the Assistant: Smt. Kavita Bai

Class and Section: B.A. 1<sup>st</sup>

Semester: 2<sup>nd</sup>

Subject: Compulsory Computer Education

<b>Week</b>	<b>Date</b>	<b>Topics</b>
Week 1	21-03-2022	Introduction
	22-03-2022	Introduction to MS Word
	23-03-2022	Continue
	24-03-2022	Continue
	25-03-2022	Continue
	26-03-2022	Test
Week 2	28-03-2022	Editing
	29-03-2022	Continue
	30-03-2022	Continue
	31-03-2022	Continue
	01-04-2022	Continue
	02-04-2022	Test
Week 3	04-04-2022	Formatting
	05-04-2022	Continue
	06-04-2022	Continue
	07-04-2022	Continue
	08-04-2022	Continue
	09-04-2022	Test
Week 4	11-04-2022	Tables and Graphics
	12-04-2022	Continue
	13-04-2022	Continue
	14-04-2022	Continue

	15-04-2022	Continue
	16-04-2022	Test
Week 5	18-04-2022	Format a Table
	19-04-2022	Continue
	20-04-2022	Continue
	21-04-2022	Continue
	22-04-2022	Continue
	23-04-2022	Test
Week 6	25-04-2022	Working with Objects
	26-04-2022	Continue
	27-04-2022	Continue
	28-04-2022	Continue
	29-04-2022	Continue
	30-04-2022	Test
Week 7	02-05-2022	Hyperlink
	03-05-2022	Continue
	04-05-2022	Continue
	05-05-2022	Continue
	06-05-2022	Continue
	07-05-2022	Test
Week 8	09-05-2022	Computer Communication
	10-05-2022	Continue
	11-05-2022	Continue
	12-05-2022	Continue
	13-05-2022	Continue
	14-05-2022	Test
Week 9	16-05-2022	WWW(World Wide Web)
	17-05-2022	Continue

	18-05-2022	Continue
	19-05-2022	Continue
	20-05-2022	Continue
	21-05-2022	Test
Week 10	23-05-2022	Web Browser
	24-05-2022	Continue
	25-05-2022	Continue
	26-05-2022	Continue
	27-05-2022	Continue
	28-05-2022	Test
Week 11	30-05-2022	Electronic Mail
	31-05-2022	Continue
	01-06-2022	Continue
	02-06-2022	Continue
	03-06-2022	Continue
	04-06-2022	Continue
Week 12	06-06-2022	Continue
	07-06-2022	Test
	08-06-2022	Continue
	09-06-2022	Continue
	10-06-2022	Continue
	11-06-2022	Continue
Week 13	13-06-2022	Continue
	14-06-2022	Test
	16-06-2022	Revision
	17-06-2022	Continue
	18-06-2022	Continue
Week 14	20-06-2022	Continue
	21-06-2022	Continue

	22-06-2022	Continue
	23-06-2022	Continue
	24-06-2022	Continue
	25-06-2022	Continue
Week 15	27-06-2022	Continue
	28-06-2022	Continue
	29-06-2022	Continue
	30-06-2022	Continue
	01-07-2022	Continue
	02-07-2022	Continue
Week 16	04-07-2022	Continue
	05-07-2022	Revision
	06-07-2022	Revision
	07-07-2022	Revision
	08-07-2022	Revision
	09-07-2022	Revision