

LESSON PLAN (2024-2025)

Discipline : ELECTRICAL ENGG. / MECHATRONICS		Semester: 2nd Sem	Name of the Teaching Faculty :Hemangini Dalei
Subject : Introduction to IT System		No. of Days / per week class	Semester From date : 04.02.2025 To Date : 17.05.2025
MONTH	Week	Day	Topics
FEBRUARY			UNIT-I
	2ND	3RD	Basic Internet skills: What is Internet, common applications of internet,Glossary of internet basics
		3RD	Constituent of a web browser, efficient use of search engines, popular search engine variants, Types of web search, How do search engine work,How to search the web
		5TH	awareness about Digital India Portal: What is digital India, Pillars of digital India programs
	3RD	3RD	,state and national portals,and college portals.
		3RD	General understanding of various computer hardware components – CPU, Memory,Types of memory
		5TH	Display, Key- board, Mouse,HDD and other Peripheral Devices.
	5TH	5TH	other input and output devices
			UNIT-II
MARCH	2ND	3RD	OS Installation (Linux)OS, Installation (MS Windows)
		3RD	Unix Shell, Features of shell, types of shell
		5TH	Unix Commands:Directory and file manipulation command
	3RD	3RD	Unix Commands: Terminal, Information and Utility commands
		3RD	Vi editor: command mode, insert mode
	4TH	3RD	question answer discution
		3RD	UNIT-III
		5TH	HTML4:Structure of an HTML document How to create a web page. basic HTML Tags:
		3RD	Page setting tags, Listing Tags, Adding Graphics to HTML,
	5TH	3RD	Working with HTML tables,Linking web page, Internal document reference, Image as hyperlink
5TH		HTML forms, input tags, text area, drop down box, Cascaded style sheets(CSS), how to apply CSS to HTML document	
	1ST	3RD	CSS selectors, properties, Text editor and web browser method,

APRIL		3RD	W3 schools online code editor, Making personal web page
		5TH	CLASS TEST-I
			UNIT-IV
	2ND	3RD	Office Tools: Advantages of open office, OpenOffice Writer: parts of writer interface
		3RD	starting a document, opening a document, saving a document,selection, cutting and pasting in adocument, Character formating, paragraph formating
		5TH	finding and replacing of text, spelling and grammar checking, auto correct, open office CALC
	3RD	3RD	Indtroduction to Spreadsheet, sheets ,and cells, Parts of CALC interface, starting, opening ,saving and closing a document, freezing a row and a column, creating a chart and formulas
		3RD	Open office impress: creating a new presentation, parts of impress interface, formating a presentation
		5TH	applying an animation effect, running a slide show, printing a presentation
	4TH	3RD	UTIT-IV question answer discussion
			UNIT-V
		3RD	Information security best practices: What is information, what is information security and its goals
		5TH	Threats to information security, combating information security threats,
	5TH	3RD	Information security best practices: general computer usage
3RD		general internet browsing, password management, removable information storage media	
MAY	1ST	5TH	E-mail communication, home wi-fi network, avoiding social engg. Attacks
	2ND	3RD	smart device, checklist for secure android device, social networking
		3RD	Instant messaging, online transaction, ATM, public computer
		5TH	UNIT-V question answer discussion
	3RD	3RD	Revision
		3RD	Revision
5TH		CLASS TEST-II	