LESSON PLAN (2024-2025)

Discipline : MECANICAL 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	
			UNIT-I	
	2ND	3RD	Basic Internet skills: What is Internet, common applications of internet,Glossary of internet basics	
FEBRUARY		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,	

		3RD	W3 schools online code editor, Making personal web page
		5TH	CLASS TEST-I
			UNIT-IV
APRIL	2ND	3RD	Office Tools: Advantages of open ofiice, OpenOffice Writer: parts of writer interface
		3RD	starting a document, opening a document, saving a document,selection, cutting and pasting in adocument, Character formating, paragrapgh formating
		5TH	finding and replacing of text, spelling and grammar checking, auto correct, open office CALC
	3RD	3RD	Indtoduction 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