

GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Dr. Anita Soni

Designation: Assistant Professor

Class: BCA I

Subject/ Paper: Logical organisation of Computer

Type of course(major/ minor/ VAC/ AEC/SEC/ MDC): Major

S. No.	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Number Systems: Binary, Octal, Hexadecimal etc. Conversions from one number system to another	Learning Through problem solving	1.understand number systems, error detecting correcting code and representations of numbers in a computer system.	
2.	August	BCD Number System. BCD Codes: Natural Binary Code, Weighted Code, Self-Complimenting Code, Cyclic Code. Error Detecting and Correcting Codes. Character representations: ASCII, EBCDIC and Unicode. Number Representations: Integer numbers - sign-magnitude, 1's & 2's complement representation. Real Numbers normalized floating point representations. Binary Arithmetic: Binary Addition, Binary Subtraction, Binary Multiplication, Binary Division using 1's and 2's Compliment representations, Addition and subtraction with BCD representations.	Learning Through problem solving	2.understand computer arithmetic and Boolean algebra and simplification of Boolean expressions. 3.understand working of logic gates and design various combinational circuits using these logic gates. 4.understand working of different types of flip-flops and design different types of registers.	

3.	September	<p>Boolean Algebra: Boolean Algebra Postulates, basic Boolean Theorems, Boolean Expressions, Boolean Functions, Truth Tables, Canonical Representation of Boolean Expressions: SOP and POS, Simplification of Boolean Expressions using Boolean Postulates ; Theorems,</p> <p>Karnaugh-Maps (upto four variables), Handling Don't Care conditions.</p> <p>Logic Gates: Basic Logic Gates – AND, OR, NOT, Universal Gates – NAND, NOR, Other Gates – XOR, XNOR etc. Their symbols, truth tables and Boolean expressions</p>	Learning Through problem solving		
4.	October	<p>Combinational Circuits: Design Procedures, Half Adder, Full Adder, Half Subtractor, Full Subtractor, Multiplexers, Demultiplexers, Decoder, Encoder, Comparators, Code Converters.</p> <p>Sequential Circuits: Basic Flip- Flops and their working. Synchronous and Asynchronous Flip –Flops, Triggering of Flip- Flops, Clocked RS, D Type, JK, T type and Master-Slave Flip-Flops. State Table, State Diagram and State Equations.</p> <p>Flip-flops characteristics & Excitation Tables.</p>	Group-Learning & Teaching		

5	November	Sequential Circuits: Designing registers –Serial-In Serial-Out (SISO), Serial-In Parallel-Out (SIPO), Parallel-In Serial- Out (PISO) Parallel-In Parallel-Out (PIPO) and shift registers. AND Revision	Group- Learning & Teaching		
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❖ Seminar/Presentation/Assignment/Quiz/Class Test /Mid-Term Exam will be taken as per schedule.

GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Dr. Anita Soni

Designation: Assistant Professor

Class: BCA III, Semester :V

Subject/ Paper: Office Automation B23-VOC-132

Type of course(major/ minor/ VAC/ AEC/SEC/ MDC/VOC):VOC

S. No.	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Office Automation: Concepts, benefits, various tools, Different Automation software, various applications.	Learning Through practicals	1.understandconcept of Office Automation. 2.understandroles of computer in office.	
2.	August	MS-Office: Introduction, paragraph formatting, Headers and footers, tables, mail merge, spell check, file operations, cut, copy, paste, drag and drop, dynamic data, find and replace autocorrect. MS-Excel: Introduction, work sheet, data types, usage of formula and calculations, different charts, functions, tables, formatting, macros	Learning Through practical of MS –word and MS - excel	3.Use of IT Applicationsin Office. 4.work on various software	
3.	September	Power point: Introduction, creating ,formatting, adding effects to presentation, different views of slides, adding graphics, slides, sounds and movies of slides, effects, animation, multimedia in ppt.,slide show: transition and timing, Diagram: Clipart and picture, File management,	Learning Through practical of MS power point		

4.	October	PowerPoint presentation on mobile and desktop, mobile apps for ppt, Email: Introduction, services, how it works, how to make email id, advantages, limitations ,receiving and sending of email, information technology in buisness	Group-Learning & Teaching Learning Through practical of MS power point and email		
5	November	LAN, WAN, Media and topologies, electronic data processing, Multimedia Technologies: video conferencing, cloud based storage of records.	Group-Learning & Teaching		

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GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Dr. Anita Soni

Designation: Assistant Professor

Class: BA I, Semester :I

Subject/ Paper Basic IT Tools; Course Code B23-SEC-103

Type of course(major/ minor/ VAC/ AEC/SEC/ MDC/VOC):SEC

S. No.	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Introduction to Computer: Computer and Latest IT gadgets, Evolution of Computers & its applications	Learning Through practicals	1. Identify the basic components of computers and terminology 2. acquaint with Operating System and its applications for both desktop and mobile devices	
2.	August	Basics of Hardware and Software, Application Software, Systems Software, Utility Software. Central Processing Unit, Input devices, Output devices, Computer Memory & storage, Mobile App, Introduction to Operating System, Functions of the Operating system, Operating Systems for Desktop and Laptop, Operating Systems for Mobile Phone and Tablets	Learning Through practical		
3.	September	User Interface for Desktop and Laptop, Task Bar, Icons & shortcuts, Running an Application, Operating System Simple Setting, Changing System Date and Time, Changing Display Properties, To Add or Remove Program and Features, Adding, Removing & Sharing Printers, File and Folder Management.	Learning Through practicals		

4.	October	Introduction to Internet and World Wide Web, Basic of Computer Networks, Local Area Network (LAN), Wide Area Network (WAN), Network Topology, Internet, Applications of Internet, Website Address and URL, Popular Web Browsers (Internet Explorer/Edge, Chrome, Mozilla Firefox, Opera etc.), Popular Search Engines, Searching on the Internet.	Group-Learning & Teaching , Learning Through practical	3. Understand computer networks, and browse the internet, content search, email and collaborate with peers	
5	November	E-mail: Using E-mails, Opening Email account, Mailbox: Inbox and Outbox, Creating and Sending a new E-mail, replying to an E-mail message, forwarding an E-mail message, searching emails, Attaching files with email, Email Signature. Social Networking: Facebook, Twitter, LinkedIn, Instagram, Instant Messaging (WhatsApp, Facebook Messenger, Telegram), Introduction to Blogs, Digital Locker.	Group-Learning & Teaching ; Learning Through practical		

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GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Dr. Anita Soni

Designation: Assistant Professor

Class: B.Com I, Semester :I

Subject/ Paper Basic IT Tools; Course Code B23-SEC-103

Type of course(major/ minor/ VAC/ AEC/SEC/ MDC/VOC):SEC

S. No.	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Introduction to Computer: Computer and Latest IT gadgets, Evolution of Computers & its applications	Learning Through practicals	1. Identify the basic components of computers and terminology 2. acquaint with Operating System and its applications for both desktop and mobile devices	
2.	August	Basics of Hardware and Software, Application Software, Systems Software, Utility Software. Central Processing Unit, Input devices, Output devices, Computer Memory & storage, Mobile App, Introduction to Operating System, Functions of the Operating system, Operating Systems for Desktop and Laptop, Operating Systems for Mobile Phone and Tablets	Learning Through practical		
3.	September	User Interface for Desktop and Laptop, Task Bar, Icons & shortcuts, Running an Application, Operating System Simple Setting, Changing System Date and Time, Changing Display Properties, To Add or Remove Program and Features, Adding, Removing & Sharing Printers, File and Folder Management.	Learning Through practicals		

4.	October	Introduction to Internet and World Wide Web, Basic of Computer Networks, Local Area Network (LAN), Wide Area Network (WAN), Network Topology, Internet, Applications of Internet, Website Address and URL, Popular Web Browsers (Internet Explorer/Edge, Chrome, Mozilla Firefox, Opera etc.), Popular Search Engines, Searching on the Internet.	Group-Learning & Teaching , Learning Through practical	3. Understand computer networks, and browse the internet, content search, email and collaborate with peers	
5	November	E-mail: Using E-mails, Opening Email account, Mailbox: Inbox and Outbox, Creating and Sending a new E-mail, replying to an E-mail message, forwarding an E-mail message, searching emails, Attaching files with email, Email Signature. Social Networking: Facebook, Twitter, LinkedIn, Instagram, Instant Messaging (WhatsApp, Facebook Messenger, Telegram), Introduction to Blogs, Digital Locker.	Group-Learning & Teaching ; Learning Through practical		

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COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: ANITA YADAV

Designation: Extension Lecturer

Class: BCA-IST (1ST Semester)

Subject/ Paper: PROGRAMMING IN C

Type of course : Major

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Overview of C: History, Importance, Structure of C Program, Character Set, Constants and Variables, Identifiers and Keywords, Data Types, Assignment Statement, Symbolic Constant. Input/output: Formatted I/O Function-, Input Functions viz. scanf(), getch(), getche(), getchar(), gets(), output functions viz. printf(), putchar(), puts().	Outlining	Student will be able to Understand the basic concepts and C language	Oral Discussion
2.	August	Operators & Expression: Arithmetic, Relational, Logical, Bitwise, Unary,	Group discussion	Students will be able to understand the operator and conditional control	Assignment -1

		Assignment, Conditional Operators and Special Operators Operator Hierarchy; Arithmetic Expressions, Evaluation of Arithmetic Expression, Type Casting and Conversion. Decision making with if statement, ifelse statement, nested if statement, else-if ladder, switch and break statement, goto statement, Looping Statements: for, while, and dowhile loop, jumps in loops.			
3.	September	Arrays: One Dimensional arrays - Declaration, Initialization and Memory representation; Two Dimensional arrays - Declaration, Initialization and Memory representation. Functions: definition, prototype, function call, passing arguments to a function: call by value; call by reference, recursive functions. Strings:	Questioning	Students will be able to handle Array data type	Class Test

		Declaration and Initialization, String I/O, Array of Strings, String Manipulation Functions: String Length, Copy, Compare, Concatenate etc., Search for a Substring			
4.	October	Pointers in C: Declaring and initializing pointers, accessing address and value of variables using pointers; Pointers and Arrays. User defined data types: Structures - Definition, Advantages of Structure, declaring structure variables,	Make them to explain their understanding about the topic to other student	Student will learn about dynamic memory by using pointer	Assignment -2
5.	November	accessing structure members, Structure members initialization, Array of Structures; Unions - Union definition; difference between Structure and Union.	Providing Practical Environment for better understanding of Commands	Student will able to Understand union data type	Unit Test

❖ **Seminar/Presentation/Assignment/Quiz/Class Test /Mid-Term Exam will be taken as per schedule.**

COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: ANITA YADAV

Designation: Extension Lecturer

Class: BCA-II (3RD Semester)

Subject/ Paper: JAVA OOP FOUNDATION

Type of course : Major

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Object Oriented Programming and Java Fundamentals: Structure of Java programs, Classes and Objects, Data types, Type Casting, Looping Constructs.	Outlining	Student will be able to Understand the basic concepts of OOPS	Oral Discussion
2.	August	Interfaces: Interface basics; Defining, implementing and extending interfaces; Implementing multiple inheritance using interfaces Packages	Group discussion	Students will be able to understand the inheritance	Assignment -1
3.	September	Basics of packages, Creating and accessing packages, System packages, Creating user defined packages Exception handling using the main keywords of exception handling: try, catch, throw, throws and finally	Questioning	Students will be able to use exception	Class Test

4.	October	Nested try, multiple catch statements, creating user defined exceptions. File Handling Byte Stream, Character Stream, File I/O Basics, File Operations AWT and Event Handling:	Make them to explain their understanding about the topic to other student	Student will able to make AWT event.	Assignment -2
5.	November	The AWT class hierarchy, Events, Event sources, Event classes, Event Listeners, Relationship between Event sources and Listeners, Delegation event model, Creating GUI applications using AWT.	Providing Practical Environment for better understanding of Commands	Student will able to handle GUI	Unit Test

❖ **Seminar/Presentation/Assignment/Quiz/Class Test /Mid-Term Exam will be taken as per schedule.**

COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: ANITA YADAV

Designation: Extension Lecturer

Class: BCA-III (5TH Semester)

Subject/ Paper: BACK END DEVELOPMENT

Type of course : Major

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Introduction to back-end Development: Overview of backend, Client-server architecture, Introduction to web servers and database	Outlining	Student will be able to Understand the client server architecture	Oral Discussion
2.	August	Programming Languages and Tools: Introduction to serverside languages (e.g., Node.js), Syntax and semantics of chosen server-side language Programming Languages and Tools: Introduction to serverside languages (e.g., Node.js), Syntax and semantics of chosen server-side language	Group discussion	Students will be able to understand the server side tools	Assignment -1

3.	September	Performance Optimization and Security: Caching strategies, Query optimization Database Management: Introduction to databases and DBMS (SQL and NoSQL), Designing a database schema, CRUD operations (Create, Read, Update, Delete), Connecting applications to a database	Questioning	Students will be able to handle sql query	Class Test
4.	October	Server-Side Frameworks: Overview of popular server-side frameworks (e.g., Express.js), Building a simple application using a framework	Make them to explain their understanding about the topic to other student	Student will learn about express.js	Assignment -2
5.	November	API Development: RESTful API concepts, Designing and documenting APIs, Authentication and authorization basics Web security best practices (SQL injection, XSS, CSRF)	Providing Practical Environment for better understanding of Commands	Student will able to Understand APIs	Unit Test

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COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: ANITA YADAV

Designation: Extension Lecturer

Class: BCOM(H),BBA-I

Subject/ Paper: BASIC IT TOOLS

Type of course :SEC

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Introduction to Computer: Computer and Latest IT gadgets, Evolution of Computers & its applications, Basics of Hardware and Software, Application Software, Systems Software, Utility Software. Central Processing Unit, Input devices, Output devices, Computer Memory & storage, Mobile Apps.	Outlining	Student will be able to Understand the basic of computer fundamental	Oral Discussion
2.	August	Introduction to Operating System, Functions of the Operating system, Operating Systems for Desktop and Laptop, Operating Systems for Mobile Phone and Tablets, User Interface for Desktop and Laptop, Task Bar, Icons & shortcuts, Running an Application,	Group discussion	Students will be able to understand the operating system and desktop	Assignment -1

3.	September	<p>Operating System Simple Setting, Changing System Date and Time, Changing Display Properties, To Add or Remove Program and Features, Adding, Removing & Sharing Printers, File and Folder Management.</p> <p>Introduction to Internet and World Wide Web, Basic of Computer Networks, Local Area Network (LAN), Wide Area Network (WAN), Network Topology, Internet, Applications of Internet, Website Address and URL,</p>	Questioning	Students will be able to understand basic of networking	Class Test
4.	October	<p>Popular Web Browsers (Internet Explorer/Edge, Chrome, Mozilla Firefox, Opera etc.), Popular Search Engines, Searching on the Internet.</p> <p>E-mail: Using E-mails, Opening Email account, Mailbox: Inbox and Outbox, Creating and Sending a new E-mail, replying to an E-mail message, forwarding an E-mail message, searching emails</p>	Make them to explain their understanding about the topic to other student	Student will learn about basic of internet	Assignment -2
5.	November	<p>Attaching files with email, Email Signature. Social Networking: Facebook, Twitter, LinkedIn, Instagram, Instant Messaging (WhatsApp, Facebook Messenger, Telegram), Introduction to Blogs, Digital Locker.</p>	Providing Practical Environment for better understanding of Commands	Student will able to Understand social media	Unit Test

❖ **Seminar/Presentation/Assignment/Quiz/Class Test /Mid-Term Exam will be taken as per schedule.**

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Sapna Malik

Designation: Extension Lecturer

Class: BCA-IIIrd Year(5rd Semester)

Subject/ Paper: Network Infrastructure and Data Communication

Technologies (B23-CAP-503)

Type of course : Major

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Introduction to Data Communication and Computer Networks; Uses of Computer Networks; Types of Computer Networks and their Topologies; Network Hardware Components: Connectors, Transceivers, Repeaters, Hubs, Network Interface Cards and PC Cards, Bridges, Switches, Routers, Gateways;	Outlining	Student will be able to Understand the basic concepts and principles of computer networks	Oral Discussion
2.	August	Network Software: Network Design issues and Protocols; Connection-Oriented and Connectionless Services; OSI Reference Model;	Group discussion	Students will be able to understand the analog and digital communication concepts.	Assignment -1

		TCP/IP Model Analog and Digital Communications Concepts: Analog and Digital data and signals; Bandwidth and Data Rate, Capacity, Baud Rate; Guided and Wireless Transmission Media; Communication Satellites;			
3.	September	Switching and Multiplexing; Modems and modulation techniques Data Link Layer Design issues; Error Detection and Correction methods; Sliding Window Protocols: One-bit, Go Back N, and Selective Repeat; Media Access Control: ALOHA, Slotted ALOHA, CSMA, Collision free protocols;	Questioning	Students will be able to analyze different data link layer designs and LAN technologies.	Class Test
4.	October	Introduction to LAN technologies: Ethernet, Switched Ethernet, Fast Ethernet, Gigabit Ethernet; Token Ring; Introduction to Wireless LANs and Bluetooth; Routing Algorithms: Flooding, Shortest	Make them to explain their understandi ng about the topic to other student	Student will learn about different routing algorithm	Assignment -2

		Path Routing, Distance Vector Routing; Link State Routing, Hierarchical Routing; Congestion Control; Traffic shaping; Choke packets; Load shedding;			
5.	November	Application Layer: Introduction to DNS, E-Mail, and WWW services; Network Security Issues: Security attacks; Encryption methods; Firewalls; Digital Signatures;	Providing Practical Environment for better understanding of Commands	Student will be able to Analyze the various routing algorithms and know about the application layer	Unit Test

❖ **Seminar/Presentation/Assignment/Quiz/Class Test /Mid-Term Exam will be taken as per schedule.**

Signature of Teacher

Principal

GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Sapna Malik

Designation: Extension Lecturer

Class: BCA-IIInd Year(3rd Semester)

Subject/ Paper: Linux and Shell programming (B23 -CAP -302)

Type of course : Major

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Introduction to Linux: Linux distributions, Overview of Linux operating system	Outlining	Student will be able to understand basic of Linux OS	Oral Discussion
2.	August	Linux architecture, Features of Linux, Accessing Linux system, Starting and shutting down system, Logging in and Logging out, Comparison of Linux with other operating systems. Commands in Linux: General-Purpose commands	Group discussion	Students will be able to understand different types of commands in Linux	Assignment -1
3.	September	File oriented commands, directory oriented commands, Communication-oriented commands, process oriented commands, etc. Regular expressions & Filters in Linux:	Questioning	Students will be able to analyze different types of processes commands and filters in Linux	Class Test

		Simple filters viz. more, wc, diff, sort, uniq, grep; Introducing regular expressions. Linux file system: Linux files, inodes and structure and file system, file system components, standard file system			
4.	October	file system types. Processes in Linux: Starting and Stopping Processes, Initialization Processes, Mechanism of process creation, Job control in linux using at, batch, cron & time.	Make them to explain their understanding about the topic to other student	Student will learn about file system and how to do job control in Linux	Assignment -2
5.	November	Shell Programming: vi editor, shell variables, I/O in shell, control structures, loops, subprograms, creating & executing shell scripts in linux	Providing Practical Environment for better understanding of Commands	Student will able to learn about vi editor	Unit Test

❖ Seminar/Presentation/Assignment/Quiz/Class Test /Mid-Term Exam will be taken as per schedule.

Signature of Teacher

Principal

GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Sapna Malik

Designation: Extension Lecturer

Class: BSc.(Physical Sc.)-Ist Year(1st Semester)

Subject/ Paper: Problem Solving through C

Type of course : Major

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Overview of C: History, Importance, Structure of C Program, Character Set, Constants and Variables, Identifiers and Keywords, Data Types, Assignment Statement, Symbolic Constant. Input/output: Formatted I/O Function-, Input Functions viz. scanf(), getch(), getche(), getchar(), gets(), output functions viz. printf(), putchar(), puts().	Outlining	Student will be able to understand basic of programming language	Oral Discussion
2.	August	Operators & Expression: Arithmetic, Relational, Logical, Bitwise, Unary, Assignment, Conditional Operators and Special Operators	Group discussion	Students will be able to understand different types of data types and operators and Control structure in C	Assignment-1

		Operator Hierarchy; Arithmetic Expressions, Evaluation of Arithmetic Expression, Type Casting and Conversion. Decision making with if statement, if else statement, nested if statement, else-if ladder, switch and break statement, goto statement, Looping Statements: for, while, and do while loop, jumps in loops.			
3.	September	Arrays: One Dimensional arrays - Declaration, Initialization and Memory representation; Two Dimensional arrays - Declaration, Initialization and Memory representation. Functions: definition, prototype, function call, passing arguments to a function: call by value; call by reference recursive functions	Providing Practical Environment for better understanding	Students will be able to analyze different types arrays and Functions.	Class Test
4.	October	Strings: Declaration and Initialization, String I/O, Array of Strings, String Manipulation Functions: String Length, Copy, Compare, Concatenate etc., Search for a Substring.	Make them to explain their understanding about the topic to other student	Student will learn about String and Pointers.	Assignment-2

		Pointers in C: Declaring and initializing pointers, accessing address and value of variables using pointers; Pointers and Arrays. User defined data types:			
5.	Novem ber	Structures - Definition, Advantages of Structure, declaring structure variables, accessing structure members, Structure members initialization, Array of Structures; Unions - Union definition; difference between Structure and Union.	Providing Practical Environme nt for better understan ding of programm es	Student will able to learn about Structures.	Unit Test

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Signature of Teacher

Principal

GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Sapna Malik

Designation: Extension Lecturer

Class: BSc.(Physical Sc.)-Ist Year(1st Semester)

Subject/ Paper: Basics of Computer Science (B23-CSE-103)

Type of course : Minor

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Introduction to Computers: Definition of Computers, History and Generations of Computers,	Outlining	Student will be able to understand basic of Computer	Oral Discussion
2.	August	Characteristics of computer, Classification of Computers. Fundamental Block diagram of Computer: CPU, Input & Output Unit. Software: Definition of Software, Types of Software-System software,	Group discussion	Students will be able to understand different types of Units of Computer	Assignment-1
3.	September	Application software and Utility software. Types of Computer Languages, Assemblers, Interpreters, Compiler. Introduction to Operating Systems:	Providing Practical Environment for better understanding	Students will be able to learn Different Functions of OS	Class Test

		Types of Operating System, Functions of Operating System. Windows: Introduction to Windows, Starting Windows, Desk Top, Task Bar,			
4.	October	Opening and closing applications, icons-creating, renaming and removing. Date and Time setting, Working with files and folders-creating, deleting, opening, finding, copying, moving, and renaming Networking: Concept, Basic Elements of a Communication System,	Make them to explain their understanding about the topic to other student	Student will learn about Networking	Assignment-2
5.	November	Data Transmission Media, LAN, MAN, WAN. Introduction of Internet and WWW, Basic working of a Web Browser, Introduction to popular web browsers.	Providing Practical Environment for better understanding of programmes	Student will be able to learn about Internet and Communication links	Unit Test

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Signature of Teacher

Principal

GOVT. P.G. COLLEGE FOR WOMEN, SECTOR-14, PANCHKULA

LESSON-PLAN (Session 2025-26) ODD SEMESTER

Name of Teacher: Sapna Malik

Designation: Extension Lecturer

Class: BSc.(Physical Sc.)/B Sc (Life Sc.)/BCA/B Sc (Home Sc)-Ist Year(1st Semester)

Subject/ Paper: Basics of Computer IT Tools (B23-SEC-103)

Type of course : SEC

S. No .	Month	Topics to be covered	Teaching Learning Strategy	Learning Outcomes of Students	Remarks
1.	July	Introduction to Computer: Computer and Latest IT gadgets, Evolution of Computers & its applications, Basics of Hardware and Software, Application Software, Systems Software, Utility Software.	Outlining	Student will be able to understand basic of Computer	Oral Discussion
2.	August	Central Processing Unit, Input devices, Output devices, Computer Memory & storage, Mobile Apps. Introduction to Operating System, Functions of the Operating system, Operating Systems for Desktop and Laptop, Operating Systems for Mobile Phone and Tablets,	Group discussion	Students will be able to understand different types of Units of Computer	Assignment-1

		User Interface for Desktop and Laptop, Task Bar, Icons & shortcuts, Running an Application,			
3.	September	Operating System Simple Setting, Changing System Date and Time, Changing Display Properties, To Add or Remove Program and Features, Adding, Removing & Sharing Printers, File and Folder Management Introduction to Internet and World Wide Web, Basic of Computer Networks, Local Area Network (LAN), Wide Area Network (WAN), Network Topology, Internet, Applications of Internet	Providing Practical Environment for better understanding	Students will be able to learn Different Functions of OS	Class Test
4.	October	Website Address and URL, Popular Web Browsers (Internet Explorer/Edge, Chrome, Mozilla Firefox, Opera etc.), Popular Search Engines, Searching on the Internet. E-mail: Using E-mails, Opening Email account, Mailbox: Inbox and Outbox, Creating and Sending a new E-mail, replying to an E-mail	Make them to explain their understanding about the topic to other student	Student will learn about Networking	Assignment-2

		message, forwarding an E-mail message, searching emails,			
5.	November	Attaching files with email, Email Signature. Social Networking: Facebook, Twitter, LinkedIn, Instagram, Instant Messaging (WhatsApp, Facebook Messenger, Telegram), Introduction to Blogs, Digital Locker.	Providing Practical Environment for better understanding of programmes	Student will be able to learn about Internet and Communication links	Unit Test

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Signature of Teacher

Principal