




LESSON PLAN

Discipline: <i>Civil</i>		Semester: 2nd, Name of Faculty : MRS. ANINDYA MOHANTY
Subject: TH-2(b) Introduction to IT Systems	No. of days/ week Class allotted: 3	Effective From Date: 09.01.2026 - 08.05.2026
Week	Class Day	Theory
1 st	1 st	UNIT1: BASIC INTERNET SKILLS
	2 nd	Basic Internet skills
	3 rd	Understanding browser
2 nd	1 st	efficient use of search engines
	2 nd	awareness about Digital India portals (state and national portals) and college portals
	3 rd	General understanding of various computer hardware components CPU, Memory, Display, Key- board, Mouse, HDD and other Peripheral Devices.
3 rd	1 st	General understanding of various computer hardware components CPU, Memory, Display, Key- board, Mouse, HDD and other Peripheral Devices.
	2 nd	General understanding of various computer hardware components CPU, Memory, Display, Key- board, Mouse, HDD and other Peripheral Devices.
	3 rd	1. Doubt Clearing class 2. Quiz test 3. Assignment
4 th	1 st	UNIT 2: OS INSTALLATION
	2 nd	OS Installation (Linux and MS Windows),
	3 rd	Unix Shell
5 th	1 st	Unix Shell and Commands
	2 nd	Unix Shell and Commands
	3 rd	Unix Shell and Commands
6 th	1 st	vi editor.
	2 nd	vi editor.
	3 rd	1. Doubt Clearing class 2. Quiz test 3. Assignment
7 th	1 st	UNIT 3: HTML
	2 nd	HTML4,
	3 rd	HTML4,
8 th	1 st	HTML4,
	2 nd	CSS
	3 rd	CSS,
9 th	1 st	CSS,
	2 nd	making basic personal webpage.
	3 rd	making basic personal webpage.

10 th	1 st	1. Doubt Clearing class 2. Quiz test 3. Assignment
	2 nd	UNIT 4: OFFICE TOOLS:
	3 rd	OpenOffice Writer
11 th	1 st	OpenOffice Writer
	2 nd	OpenOffice Spreadsheet(Calc),
	3 rd	OpenOffice Spreadsheet(Calc),
12 th	1 st	OpenOffice Impress
	2 nd	OpenOffice Impress
	3 rd	1. Doubt Clearing class 2. Quiz test 3. Assignment
13 th	1 st	UNIT 5: INFORMATION SECURITY AND BEST PRACTICES
	2 nd	Information security best practices.
	3 rd	Information security best practices.
14 th	1 st	Information security best practices.
	2 nd	1. Doubt Clearing class 2. Quiz test 3. Assignment
	3 rd	REVISION
15 th	1 st	REVISION
	2 nd	PREVIOUS YEARS QUESTIONS DISCUSSION
	3 rd	PREVIOUS YEARS QUESTIONS DISCUSSION

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Signature of Faculty


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