

KOTHARI INTERNATIONAL SCHOOL
GRADE: 9 SUBJECT: ENGLISH
PAPER CODE 402- INFORMATION TECHNOLOGY
YEARLY PLANNER (2019-20)

S.NO	PERIODIC ASSESSMENT	PERIOD	TOPICS
1.	<p><u>Pre Mid Term</u> <u>(03.07.2019 to 12.07.19)</u></p> <p>25% of Syllabus will come in Pre Mid Term Assessment</p>	<p>1 April-10th May 2019</p> <p>(30% of the Annual syllabus to be completed by 10 May 2019)</p> <p><u>Revision</u> 1st July & 2nd July 2019</p>	<p>Fundamentals of Computer AND INTRODUCTION TO IT</p> <p>Introduction to computers , Parts of a computer system, computer fundamentals, Types of computers, Using a computer , Computer operating systems, Performing basic file operations, The internet, The world wide web, Digital Technology and media devices, compute security and privacy Applications of IT in home computing, everyday life, library, workplace, education, entertainment, communication, business, science and engineering, banking, insurance, marketing, health care, IT in the government and public service</p>
S.NO	PERIODIC ASSESSMENT	PERIOD	TOPICS
2.	<p><u>Mid Term</u> <u>(12.09.19 - 27.09.19)</u></p>	<p>15th July - 28th August 2019</p>	<p>Word Processing, SPREADSHEET</p>

	50% of syllabus will be covered for Mid Term Assessment	(60 % of annual syllabus to be completed by 28 th August 2019) REVISION 29 th August – 9 th September 2019	
S.NO	PERIODIC ASSESSMENT	PERIOD	TOPICS
3.	<u>Post Mid Term Assessment</u> (07.1.20-20.1.20) 90% Syllabus will be covered for Post Mid Term Assessment	30 September – 13 th December 2019 (100 % of annual syllabus to be completed by 13 th December 2019) Revision 16 th December – 27 th December 2019	DIGITAL PRESENTATION, RAPID TYPING, EMPLOYABLE SKILLS Communication Skills Self-Management Skills Information and Communication Technology Skills Entrepreneurial Skills Green Skills
4.	Term End Assessment From 03.02.2020 to 14.02.20 100% of Syllabus will be covered	Revision 21 January – 31 January 2020	.