

THE HOLY ANGELS ENGLISH ACADEMY

Syllabus bifurcation for Term-I (2024-2025)

Class-IX

Subject Name- Computer/IT

Subject Teacher Name- Souhardya Gayen

| Month | No of working days | Chapter no with name | Tentative no of periods allotted | 1st Periodic Test portion | 2nd Periodic Test portion | Half Yearly Examination portion |
|-----------|--------------------------|--|----------------------------------|---------------------------------------|-------------------------------------|---|
| April | 16 | (Part-A)Unit 1- Communication Skills-1 | | Unit-1,2,3(Part-A), Unit-1(Part-B) | Unit-4(Part-A), Unit-2,3(Part-B) | Unit-1,2,3(Part-A), Unit-1,2,3(Part-B) |
| May | 20 | (Part-A)Unit 2- Self-Management Skills-1 | | | | |
| June | 8 days of PT1 | (Part-A)Unit 3- ICT Skills-1 | | | | |
| July | 21 | (Part-A)Unit 4-Entrepreneurial Skills-1 | | | | |
| August | 8 days of PT-2 + 13 days | (Part-A)Unit 5-Green Skills-1 | | | | |
| September | 16 days + Half yearly | (Part-B)Unit 1- Introducing IT-ITes Industry | | | | |
| October | Half Yearly | | | | | |

Syllabus bifurcation for Term-II (2024-2025)

Class-IX

| Month | No of working days | Chapter no with name | Tentative no of periods allotted | 3rd Periodic Test portion | Annual Examination portion |
|----------|--------------------------|---|----------------------------------|----------------------------------|--|
| October | 9 | (Part-B)Unit 2- Data Entry and Keyboarding Skills | | Unit-5(Part-A), Unit-4,5(Part-B) | Full syllabus as per the ncert the norms and standards |
| November | 19 | (Part-B)Unit 3- Digital Documentation | | | |
| December | 8 days of PT-3 + 11 days | (Part-B)Unit 4-Electronic Spreadsheet | | | |
| January | 20 | (Part-B)Unit 5- Digital Presentation | | | |
| February | 21 | Revision of all the chapters | | | |
| March | Final | | | | |