|  |  |  |  |
| --- | --- | --- | --- |
|

|  |  |  |
| --- | --- | --- |
| CLASS-X | INTERNAL ASSESSMENT | MARKS |

 |
| MONTH | CHAPTER | PERIOD | ACTIVITY TOPICS | P.T | INTERNAL ASSESSMENT | SUBJECTENRICHMENT | H.Y | M.D | YEARLY |
| July | Chapter1:CommunicationSkills-II | 11 | Method of communicationProvide Descriptive and Specific FeedbackApply measure to overcome barrier of communicationPrinciples of communication skillsWriting skills, Sentence and phrase Basics writing skills |  | Neat and clean note-copy, Homework and classworkRelated to Activity topics. |  Enhance the communication skills and writing skills. | 10 |  | 5 |
|  | Chapter2: Self-Management-II  |  | Stress ManagementSelf-awareness Strength and Weakness AnalysisSelf-motivationSelf-regulation Goal SettingSelf-regulation Time Management |  |  | It helps to manage the stress and demonstrate how to work independently. | 15 |  | 10 |
|  | Chapter3: Basic ICT Skills-II. |  | Basic Computer OperationsPerforming Basic File OperationsComputer Care and MaintenanceComputer Security and Privacy |  |  | Its helps to know about how to care and maintain our computer | 151515 | 20 | 1010510 |
| August | Chapter4:EntrepreneurialSkill II.Chapter5:Green Skills-IIChapter6:Digital Documentation (Advance | 13 | Entrepreneurship and SocietyQualities and Functions of an EntrepreneurMyths about EntrepreneurshipEntrepreneurship as a Career OptionSustainable DevelopmentOur Role in Sustainable DevelopmentCreate and Apply Styles in the documentInsert and use images in documentCreate and use templateCreate and customize table of contentsImplement Mail Merge |  | Neat and clean note-copy, Homeworkand classworkRelated to Activity topics. | How to become a successful entrepreneur and what characteristics are needs to becoming a successful entrepreneur?Identify the problem related to the sustainable development of the communityIt enhances the knowledge about how to create and apply style in the document. |
| September | Chapter7:Electronic Spreadsheet (Advanced) | 11 | Analyze data using scenarios and goal seek.Link data and spreadsheetsShare and review a spreadsheetCreate and Use Macros in spreadsheet |  | Neat and clean note-copy, Homework and classworkRelated to Activity topics. | It help to know the spreadsheet and how to link data, share data use macros spreadsheet |  | 20 | 10 |
| October | Chapter8: Database management system | 9 | Appreciate the concept of Database Management SystemCreate and edit tables using wizard and SQL commands |  | Neat and clean note-copy, Homework and classworkRelated to Activity topics. | It enhance the knowledge about how to use database and sql query by creating db and sql query to store , retrieve , delete and update data in database.  |  | 10 | 15 |
| November | Chapter8: Database management system | 12 | Perform operations on tableRetrieve data using queryCreate Forms and Reports using wizard |  | Neat and clean note-copy, Homework and classworkRelated to Activity topics. |  |  |  |  |
| December | Chapter9:Web Application and security |  | Working with Accessibility OptionsUnderstand Networking FundamentalsIntroduction to Instant MessagingChatting with a Contact – Google TalkCreating and Publishing Web Pages – Blog |  | Neat and clean note-copy, Homework and classworkRelated to Activity topics. | It increase the understanding on web application and security |  |  | 20 |
| January | Chapter9:Web Application and security | 22 | Using Offline Blog EditorsOnline TransactionInternet SecurityMaintain workplace safetyPrevent Accidents and EmergenciesProtect Health and Safety at work |  | Neat and clean note-copy, Homework and classworkRelated to Activity topics. |  |  |  |  |
| February and March | Revision/Final Term Exam |  |  |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Monday Test | Unit Test |  | First term | CH-1,2,3,4 |
| M.T-1 CH-1,2 | U.T-1 CH-1,2 |
| M.T-2 CH-3,4,5 | U.T-2 CH-3,4,5 | Mid term | CH-4,5,6,7,8 |
| M.T-3 CH-6,7 | U.T-2 CH-6,7 |
| M.T-4 CH-8,9 | U.T-2 CH-8,9 | Final term | CH-3,4,6,7,8,9 |
|  |  |