Discipline: Math & Science Sem: 1st & 2nd	Name of the Teaching faculty: Mrs. Banani Mohanty
Subject : Computer Application Practical	No of weeks :15 Total no of periods: 60

Week	Practical Topics
1st	To identify Different Components of Computer, Switch on , Booting process, Shut down, Restart of computer
	Study of device and Power supply form factor of Personal Computer System.
2nd	Identification of various Mother Board components
	Identification of different ports & various Mother Board components.
3rd	Types of connectors and their purpose
	Cooling system of Processor and System.
4th	Study of ROM, RAM, Adapter Cards, Expansion Slots, SATA connectors.
	Study of Adapters and Converters
5th	Study of various types of Lab Safety Measures Study of various types of Power Fluctuation and Power Protection Devices.
	Study of Procedures For Proper Disposal or Recycling of Hazardous Computer Components.
6th	Study of General Lab Tools, Disk Management Tools.
	Study Basic DOS Commands,
7th	Study Basic DOS Commands, Windows Operations, Mouse Operations,
	Windows Operations, Mouse Operations,Installation and Configuration of the OS
8th	Study Basic operations of the Word ProcessingPackage(MS WORD) Create resume following the specifications: • Insert page border, Put page number at the bottom of every page. • Use table to display the qualification details, Use watermark.
	In MS WORD • Draw a flow chart for finding the greatest number among three numbers. • Prepare a class timetable using Merge rows, Split row, Insert rows, columns and submit the print out to your teacher.
9th	Study Basic operations of the Electronic Spreadsheet Package (MS EXCEL) Create a spreadsheet to calculate HRA, DA, TA, PF, LIC. Gross Salary , Net Salary from the given data. HRA=18% of basic Pay, TA=12% of basic pay, DA=15% of basic pay, PF=10% of basic pay, LIC=7% of basic pay, deduction=PF+LIC, Gross salary= Basic Pay +TA+DA+HRA. Net salary=Gross salary-deduction
	Create an EXCEL worksheet to analyze the marks of the students of a class using various Charts (Line, XY, Bar and Pie).
10th	Create an EXCEL worksheet for a class of 30 students keeping roll no, name of the student, marks of 2 class tests (CT1 & CT2) of 4 subjects (CA,PHYSICS, MATH,BEE). Calculate Internal mark= average of CT1 & CT2 for each subject. Total mark= sum of internal marks of 4 subjects and percentage of each student.
	Study Basic operations of the Presentation Package (MS POWER POINT) Create a presentation of your institute showing the departments, faculties and facilities available in your institute. Insert animations and your institute.
11th	Create a Presentation on computer Virus.

	Getting acquainted with Internet connection, Browser, website, URL, http, WWW, net browsing
12th	Creating E-mail id, sending and receiving E-mail, chatting
	Write a program in C to find sum and average of 5 numbers. Write a program in C to find area and perimeter of a circle. Write a program in C to calculate simple interest.
13th	Write a program in C to find solution of a polynomial. Write a program in C to convert temperature from Celsius to Fahrenheit. Write a program in C to find area and perimeter of rectangle.
	Write a program in C to check a number is even or odd using conditional operator. Write a program in C to find biggest among 2 numbers. Write a Program in C to display the even numbers from 1 to 100.
14th	1 Write a program in C to find greatest number among three numbers. 2 Write a Program in C to find the average of n numbers by using for loop. 3 Write a program in C to determine whether a number is prime or not?
	4 Write a program in C to check whether a given number is palindrome or not? 5 Write a program in C to compute the sine series.
15th	6 Write a program in C to accept row wise and column wise element in a two dimensional array and print them. 7 Write a program in C to find the vowels in a given string.
	8 Write a program in C to find the factorial of a number, by using recursion. 9 Write a program in C to find the sum of Fibonacci series, by using function. 10 Write a program in C to accept a number from keyboard and print it in reverse order of entry, by using function.

Signature of Faculty

Signature of HoD
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