NILASAILA INSTITUTE OF SCIENCE & TECHNOLOGY
SERGARH-756060, BALASORE (ODISHA)
(Approved by AICTE& affiliated to SCTE&VT, Odisha)

LESSON PLAN

SUBJECT: Th-1(b)(INTRODUCTION TO IT SYSTEM)

NAME OF THE FACULTY :-ER. HARIHAR SAHOO

BRANCH :- EE/EEE

SESSION :- 2024-25

SEMESTER :- 2ND

EXAMINATION :- 2025 (S)

CHAPTER WISE DISTRIBUTION OF PERIODS

Sl.No.	Name of the chapter as per the Syllabus	No. Of Period
1	Basic Internet skills	14
2	OS Installation	6
3	HTML4	5
4	Office Tools	7
5	Information security best practices.	14
	Total Period:	46

Sign of Faculty

31.01.85

Sign of H.O.D.

31.01.95

Discipline : EE/EEE	Semester: 2ND	NAME OF THE TEACHING FACULTY: ER. HARIHAR SAHOO	
		SESSION : 2024-25	EXAMINATION : 2025 (S)

Week	Class Day	Topics to be Covered
1st	1st	**UNIT-1 :** Basic Internet skills: Introduction
	2nd	Understanding browser
	3rd	efficient use of search engines
2nd	1st	awareness about Digital
	2nd	India portals (state and national portals)
	3rd	college portals.
3rd	1st	General understanding of various computer hardware components – CPU,
	2nd	General understanding of various computer hardware components – Memory
	3rd	General understanding of various computer hardware components – Display
4th	1st	General understanding of various computer hardware components – Key- board
	2nd	General understanding of various computer hardware components –Mouse
	3rd	General understanding of various computer hardware components – HDD
5th	1st	General understanding of various computer hardware components – Peripheral Devices.
	2nd	General understanding of various computer hardware components – Peripheral Devices.
	3rd	**UNIT-2:** OS Installation :Introduction
6th	1st	Linux and MS Windows
	2nd	**1st internal assesment**
	3rd	**1st internal assesment**
7th	1st	Unix Shell
	2nd	Unix Shell
	3rd	Commands
8th	1st	vi editor
	2nd	**UNIT-3 :** HTML4 Introduction
	3rd	CSS
	4th	CSS
9th	1st	making basic personal webpage.
	2nd	making basic personal webpage.
	3rd	**UNIT-4 :** Office Tools: Introduction

Week	Class Day	Topics to be Covered
10th	1st	OpenOffice Writer
	2nd	OpenOffice Writer
	3rd	OpenOffice Spreadsheet (Calc)
11th	1st	OpenOffice Spreadsheet (Calc)
	2nd	OpenOffice Impress.
	3rd	OpenOffice Impress.
12th	1st	**UNIT 5:** Information security best practices Introduction
	2nd	Strong Passwords and Multi-Factor Authentication
	3rd	Regular Software Updates and Patching
13th	1st	Secure Network Configurations
	2nd	Data Encryption
	3rd	**2nd internal assesment**
14th	1st	**2nd internal assesment**
	2nd	Data Backup and Recovery
	3rd	Employee Training and Awareness
15th	1st	Incident Response Planning
	2nd	Physical Security
	3rd	Anti-Virus and Anti-Malware Software
16th	1st	Class lectures will only introduce the topic or demonstrate the tool
	2nd	Class lectures will only introduce the topic or demonstrate the tool
	3rd	actual learning will take place in the Lab by practicing regularly.

Sign of Faculty
31. 01. 25

Sign of H.O.D.
31/01/25