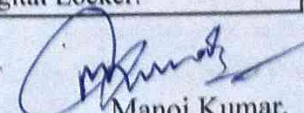# Department of Computer Science, Govt. College, Baund Kalan (Ch. Dadri)

Lesson Plan for Odd Semester 2025-26

Name of Assistant Professor: Manoj Kumar
Class & Semester: B.A./B.Com. 1st semester
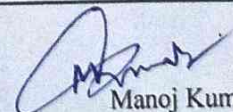Subject: Basic IT Tools (24UN-ICT-SEC103)

Sr. No.	Month	Unit	Week	Topics
1	August, 2025	Unit-I	1st	Introduction to Computer: Computer and Latest IT gadgets, Characteristics of Computer System.
			2nd	Structure of Computer System, Evolution of Computers & its applications, Basics of Hardware and Software,
			3rd	Application Software, Systems Software, Utility Software.
			4th	Central Processing Unit, Input devices, Output devices, Computer Memory & storage, Mobile Apps.
2	September, 2025	Unit-II	1st	Introduction to Operating System, Functions of the Operating system, Operating Systems for Desktop and Laptop,
			2nd	Operating Systems for Mobile Phone and Tablets, User Interface for Desktop and Laptop, Task Bar, Icons & shortcuts,
			3rd	Running an Application, Operating System Simple Setting, Changing System Date and Time, Changing Display Properties,
			4th	To Add or Remove Program and Features, Adding, Removing & Sharing Printers, File and Folder Management.
3	October, 2025	Unit-III	1st	Int Introduction to Internet and World Wide Web, Advantages and disadvantages of Network/Internet. Basic of Computer Networks
			2nd	Local Area Network (LAN), Wide Area Network (WAN), Matropolitian Area Network (MAN)
			3rd	Network Topology: Star, Mesh, Bus, Ring, Tree. Internet, Applications of Internet, Website Address and URL,
			4th	Popular Web Browsers (Internet Explorer/Edge, Chrome, Mozilla Firefox, Opera etc.), Popular Search Engines, Searching on the Internet.
4	November, 2025	Unit-IV	1st	E-mail: Using E-mails, Opening Email account, Mailbox: Inbox and Outbox,
			2nd	Creating and Sending a new E-mail, replying to an E-mail message, forwarding an E-mail message, searching emails,
			3rd	Attaching files with email, Email Signature. Social Networking: Facebook, Twitter, LinkedIn, Instagram,
			4th	Instant Messaging (WhatsApp, Facebook Messenger, Telegram), Introduction to Blogs, Digital Locker.

Manoj Kumar,
Assistant Professor, Computer Science,
Govt. College, Baund Kalan (Charkhi Dadri)

Department of Computer Science, Govt. College, Baund Kalan (Ch. Dadri)
Lesson Plan for Odd Semester 2025-26

Name of Assistant Professor: Manoj Kumar
Class & Semester: B.A./B.Com. 3rd semester
Subject: Advance IT Skills (24UN-ICT-SEC301)

Sr. No.	Month	Unit	Week	Topics
1	August, 2025	Unit-I	1st	WWW and E-Governance - Website Address and URL, Introduction to IP, Address, ISP and Role of ISP,
			2nd	Internet Protocol, Modes of Connecting Internet (HotSpot, Wifi, LAN Cable, Broad Band, USB Tethering),
			3rd	Identifying and uses of IP/MAC/IMEI of various devices, Downloading Web Pages, Printing Web Pages Introduction to Blogs, Basics of E-commerce, Netiquettes,
			4th	Overview of e-Governance Services like Railway Reservation, Passport, eHospital [ORS], Accessing e-Governance Services on Mobile **ASSIGNMENT**
2	September, 2025	Unit-II	1st	Digital Financial Tools and Applications Digital Financial Tools, Understanding OTP [One Time Password]and QR [Quick Response] Code,
			2nd	UPI [Unified Payment Interface], AEPS [Aadhaar Enabled Payment System], USSD[Unstructured Supplementary Service Data],
			3rd	Card [Credit/Debit], eWallet, PoS (Point of Sale), Internet Banking, National Electronic Fund Transfer (NEFT),
			4th	Real Time Gross Settlement (RTGS), Immediate Payment Service (IMPS), Online Bill Payment
3	October, 2025	Unit-III	1st	Cyber Security: Cyber Security, Defining Cyberspace, Architecture of cyberspace, Regulation of cyberspace, Concept of cyber security, Issues and challenges of cyber security.
			2nd	Classification of cybercrimes, Common cybercrimes cybercrime targeting computers and mobiles, cybercrime against women and children, financial frauds, social engineering attacks, **CLASS TEST**
			3rd	Malware and ransomware attacks, zero day and zero click attacks, Cybercriminals modus-operandi, Reporting of cybercrimes, Remedial and mitigation measures,
			4th	Legal perspective of cybercrime, IT Act 2000 and its amendments, Cybercrime and offences, Organisations dealing with Cybercrime and Cyber security in India.
4	November, 2025	Unit-IV	1st	Overview of Futureskills: Introduction to Internet of Things (IoT),
			2nd	Big Data Analytics, Cloud Computing, Virtual Reality.
			3rd	Artificial Intelligence, Social & Mobile, Blockchain Technology,
			4th	3D Printing/Additive Manufacturing, Robotics Process Automation.

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Assistant Professor, Computer Science,
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