**Subject: Information Technology**

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| **Month** | **Book** | **Content** | **Activities** |
| **April** | Information Technology | * Digital Documentation (Advanced) | * Create a report on skills in open office |
| **May** | Information Technology | * Electronic Spreadsheet | * Apply Goal seek with your example |
| **July** | Information Technology | * Electronic Spreadsheet | * Prepare a result sheet & do solver in practical * Make a chart for  graphical representation |
| **August** | Information Technology | * DBMS | * Create a data base of your class |
| **Sept.** | Information Technology | Term I Exam | |
| **Oct.** | Information Technology | * DBMS | * Make a form, Report, Query * Insert, delete, select commands |
| **Nov.** | Information Technology | * Web Application | * How to compose a email. * Make a Blog * Install Antivirus * Understand the measures of Internet Security |
| **Dec.** | Information Technology | Revision | Practical & Revision |
| **Jan. & Feb.** | Information Technology | Revision | Practical & Revision |