INFORMATION TECHNOLOGY (CODE NO. 402)
CLASS X (SESSION 2019-2020)

Information Technology (Code no. 402) Class X (Session 2019-2020)	
Theory	50 marks
Practical	50 marks
Total Marks	**100 marks**

- ❖ **PART A: EMPLOYABILITY SKILLS**
  - ➤ Unit 1- Communication Skills
  - ➤ Unit 2- Self-Management Skills
  - ➤ Unit 3- Basic ICT Skills
  - ➤ Unit 4- Entrepreneurial Skills
  - ➤ Unit 5- Green Skills

- ❖ **PART B:**
  - ➤ Unit 1- Web Applications (Basics)
  - ➤ Unit 2- Word Processing (Intermediate)
  - ➤ Unit 3- Spreadsheet (Intermediate)
  - ➤ Unit 4- Digital Presentation (Intermediate)
  - ➤ Unit 5- E-Mail Messaging (Intermediate)
  - ➤ Unit 6- Data Base Development (Basics)

- ❖ **PART C: PRACTICAL WORK**
  - ➤ Practical Examination
  - ➤ Written Test
  - ➤ Viva Voce

- ❖ **PART D: PROJECT WORK / FIELD VISIT**
  - ➤ Practical File / Student Portfolio
  - ➤ Viva Voce