

PODAR INTERNATIONAL SCHOOL,CBSE,NERUL

CBSE Syllabus 2019-20

Std: IX	Subject: Information Technology (402)
April - November	

Sr.No.	Name of the Chapters
1.	Unit 1: Introduction to IT-ITeS Industry
2.	Unit 2: Data Entry and Keyboarding Skills
3.	Unit 3: Digital Documentation
4.	Unit 4: Electronic Spreadsheet
5.	Unit 5: Digital Presentation
6.	Unit 6: Functional English

Portion for the Exam	
Std: IX	Subject: Information Technology (402)

Sr. No.	Name of the Chapters
Pre Mid Term_25% of the Syllabus Theory (20 Marks) + Practical (20 Marks)	
1.	Unit 1: Introduction to IT-ITeS Industry
2.	Unit 2: Data Entry and Keyboarding Skills
Mid Term Exam_50% of the Syllabus Theory (50 Marks) + Practical (50 Marks)	
1.	Unit 1: Introduction to IT-ITeS Industry
2.	Unit 2: Data Entry and Keyboarding Skills
3.	Unit 3: Digital Documentation

