

15. COMPUTER APPLICATIONS (COMMERCE GROUP)		STD.- XI
MONTH	CHAPTER	TITLE
June	1 2 3	Unit I – Fundamentals of Computer and working with a typical operating systems (Windows & Linux) Introduction to Computers Number Systems Computer Organization
July	4 5 6	Unit I– Fundamentals of computer and working with a typical operating systems (Windows & Linux) Theoretical Concepts of Operating System Working with Windows Operating System Unit – II Office Automation Tools (Word Processor, Spreadsheet And Presentation) Introduction to Word Processor MONTHLY TEST & FIRST MID TERM TEST (JUNE & JULY PORTIONS)
Aug.	7 8	Unit – II Office Automation Tools (Word Processor, Spreadsheet And Presentation) Working with Open Office Calc Presentation Basics (Open Office Impress) MONTHLY TEST (August Portion only)
Sep.	9 10	Unit – III Web Page Development Using HTML and CSS Introduction to Internet and E-Mail HTML – Structural Tags QUARTERLY EXAMINATION (JUNE TO SEPTEMBER PORTIONS)