

Lesson Plan

(21 March to 9 July)

Session-2021-2022

Name of Lect: Mukta Sharma Department- Arts		Class- B.A Ist Subject-Comp. Computer Education Semester-2 nd
Months	Chapter Name	
March	Advanced Tools	
April	MS Excel& Functions and Charts& Organizing& Managing Data	
May	Basic of computer Networking &E-mail	
June	MS Power Point	
July	Revision &Test	

Lecturer

Principal