



Sadakathullah Appa College

(AUTONOMOUS)

Rahmath Nagar, Tirunelveli - 627 011.

LESSON PLAN AND RECORD OF CLASSES ENGAGED

Course : BCA

Class : I year

Academic Year : 2016 - 2017 Semester : I

Title of the Paper : Fundamentals of Computers

Subject Code : 15UCAC11

Theory/Practical

Name of the Teacher : W. Fathima Fausan

Sl.No.	Date & Order	Unit	Topics planned	Covered on
1	20.06.16 C	<u>I</u>	An Overview of Computer System	20.06.16
2	21.06.16 D		Processor & I/O Devices	21.06.16
3	22.06.16 E		Storage Devices	22.06.16
4	23.06.16 F		Shapes of a Computer System	23.06.16
5	27.06.16 C		Mini Computers & work Stations	27.06.16
6	28.06.16 D		Micro Computers (or) PC	28.06.16
7	29.06.16 E		Handheld Computers & PDA's	29.06.16
8	30.06.16 F		Transforming Data into Information	30.06.16
9	11.07.16 C		How Computer process Data	11.07.16
10	12.07.16 D		Factors Affecting processing Speed	12.07.16
11	13.07.16 E		The Bus	CL covered on 14.07.16
12	14.07.16 F		Extending the processor's power	14.07.16
13	18.07.16 C		cpu's used in PC's	18.07.16
14	19.07.16 D		Intel Processor	19.07.16
15	20.07.16 E		Pentium	CL covered on 24.07.16

Text books :

Reference books :

1. Introduction to Computers
- 4th edition Peter Norton
- 2.

Activity	Total Number	Topic I	Topic II	Topic III	Planned Date	Actual Date
Assignment	2	operating systems	optical Storage Devices		12.07.16 10.08.16	12.07.16 10.08.16
Internal Test	3	I st Test Portions I & II	II nd Test Portions II & III, IV	III rd Test Portions IV & V	27.07.16 02.09.16 18.10.16	27.07.16

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Sl.No.	Date & Order	Unit	Topics planned	Covered on	
16	21.07.16 F	II	Standard Methods of Input	21.07.16	
17	26.07.16 C		Alternative Methods of Input	26.07.16	
18	27.07.16 D		Monitors	27.07.16	
19	28.07.16 E		Video Controllers	28.07.16	
20	29.07.16 F		Sound Systems	29.07.16	
21	02.08.16 C		Printers	02.08.16	
22	03.08.16 D		Snap shot printers	03.08.16	
23	04.08.16 E		Magnetic Storage Devices	04.08.16	
24	05.08.16 F		How Data is Organized in a Disk	05.08.16	
25	10.08.16 C		Types of Diskettes	10.08.16	
26	11.08.16 D	Optical Storage Devices	11.08.16		
27	12.08.16 E	Measuring Device Performance	12.08.16		
28	13.08.16 F	III	Operating Systems	13.08.16	
29	19.08.16 C		PC Operating Systems	19.08.16	
30	20.08.16 D		Database Management Systems	20.08.16	
31	22.08.16 E		Network	CL covered on 23.08.16	
32	23.08.16 F		Structure of a Network	23.08.16	
33	27.08.16 C		Network Topology	27.08.16	
34	29.08.16 D		How Computer Data travel over the	29.08.16	
35	30.08.16 E		Modem Function, types of Digital	30.08.16	
36	31.08.16 F		IV	How Internet works	31.08.16
37	06.09.16 C			Features of the Internet	06.09.16
38	07.09.16 D	E-mail		07.09.16	
39	08.09.16 E	Accessing the Internet		08.09.16	
40	09.09.16 F	Intranet & Extranet		09.09.16	

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Sl.No.	Date & Order	Unit	Topics planned	Covered on
41	17.09.16 C		Multi media	17-09-16
42	19.09.16 D	I	Creating & Distributing Media Content	19-09-16
43	20.09.16 E		Information System	20-09-16
44	21.09.16 F		Categories of Programming Language	21-09-16
45	26.09.16 C		Generation of "	26-09-16
46	27.09.16 D		Visual Programming Environment	27-09-16
47	28.09.16 E		System Development life cycle	28-09-16
48	29.09.16 F		Creating Computer Programs	29-09-16
49	04.10.16 C		High Level Languages	04-10-16
50	05.10.16 D		Revision	05-10-16
51	06.10.16 E		Structured Programming	06-10-16
52	07.10.16 F		Object-Oriented Programming	07-10-16
53	17.10.16 C		Revision	17-10-16
54	18.10.16 D		Revision	18-10-16
55	19.10.16 E		Class Test	19-10-16
56	20.10.16 F		Revision	20-10-16
57	24.10.16 C		Revision	24-10-16
58	25.10.16 D		Revision	25-10-16
59	26.10.16 E		Revision	26-10-16
60	31.10.16 F		Revision	31-10-16

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Lesson Plan

Academic Year 2016-2017[Odd Semester]

Department: BCA

Class	:	I BCA
Semester	:	I
Name of the Faculty	:	M.H.Ibrahim
Title of the Course	:	Principles of programming in c
Subject Code	:	15UCAC12
ICT Tools used	:	
Text books	:	
Reference books	:	
e-resources	:	

Sl. No	Actual Date	Order	Unit	Topics Planned	Date-Topics Covered on
1.	20.6.16	C	I	Identifiers and keywords	20.6.16
2.	21.6.16	D		Data types and constants	21.6.16
3.	23.6.16	F		variables	23.6.16
4.	27.6.16	C		Input and output statements	27.6.16
5.	28.6.16	D		operators	28.6.16
6.	30.6.16	F		operators	30.6.16
7.	11.7.16	C		Expressions	11.7.16

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Sl. No	Actual Date	Order	Unit	Topics Planned	Covered on
8.	12.7.16	D		Assignment and conditional statements	12.7.16
9.	14.7.16	F		Looping and jumping statements	14.7.16
10.	18.7.16	C	II	Array notation	18.7.16
11.	19.7.16	D		Array declaration, Initialization	19.7.16
12.	21.7.16	F		Processing with Arrays	21.7.16
13.	26.7.16	C		Array and function	26.7.16
14.	27.7.16	D		Multidimensional and Character Array	27.7.16
15.	29.7.16	F		Pointer declaration	29.7.16
16.	2.8.16	C		Pointer arithmetic	2.8.16
17.	3.8.16	D		Array of pointer	5.8.16 CL
18.	5.8.16	F		Pointer and functions	10.8.16
19.	10.8.16	C	III	Function and program structure	11.8.16
20.	11.8.16	D		Function and program structure	11.8.16
21.	13.8.16	F		Defining function and Return statement	13.8.16
22.	19.8.16	C		Types of function	19.8.16
23.	20.8.16	D		Types of function	20.8.16
24.	23.8.16	F		argument	23.8.16

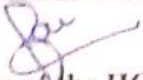
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Sl. No	Actual Date	Order	Unit	Topics Planned	Covered on
25.	27.8.16	C		Local and Global variable	27.8.16
26.	29.8.16	D		Scope of the variable	29.8.16
27.	31.8.16	F		Recursion and String function	31.8.16
28.	6.9.16	C	IV	Preprocessor	6.9.16
29.	7.9.16	D		Macros	7.9.16
30.	9.9.16	F		Header Files	9.9.16
31.	17.9.16	C		Standard functions	17.9.16
32.	19.9.16	D		structures	19.9.16
33.	21.9.16	F		union	21.9.16
34.	26.9.16	C		Bit field	26.9.16
35.	27.9.16	D		type def	27.9.16
36.	29.9.16	F		enumeration	29.9.16
37.	4.10.16	C	V	Structure	4.10.16
38.	5.10.16	D		Declaration of structure	5.10.16
39.	7.10.16	F		Accessing member of a structure	7.10.16
40.	17.10.16	C		Array of structure	17.10.16
41.	18.10.16	D		Pointer to structure	18.10.16


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Sl.No	Actual Date	Order	Unit	Topics Planned	Covered on
42.	20.10.16	F		File handling	20.10.16
43.	24.10.16	C		File operation	24.10.16
44.	25.10.16	D		Creating a file	25.10.16
45.	31.10.16	F		Accessing data file	31.10.16



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LESSON PLAN AND RECORD OF CLASSES ENGAGED

Course BCA

Class II

Academic Year 2015 - 2017 Semester III

Title of the Paper COMPUTER NETWORKS

Subject Code 15UCAC33

Theory Practical

Name of the Teacher R. Fathima Syam

Sl.No.	Date & Order	Unit	Topics planned	Covered on
1	16/06/16 A	I	Introduction to Computer Networks	16/6/16
2	17/06/16 B	I	Data Communication	17/6/16
3	21/06/16 D	I	Direction of Data flow	21/6/16
4	22/06/16 E	I	Networks	22/6/16
5	23/06/16 F	I	Categories of networks	23/6/16
6	24/06/16 A	I	Protocols and Standards	24/6/16
7	25/06/16 B	I	Standards Organization	25/6/16 <i>(The 4 days)</i>
8	28/06/16 D	I	Transmission Mode	28/6/16 <i>(The 4 days)</i>
9	29/06/16 E	I	Function of Layers	30/6/16
10	30/06/16 F	I	Physical layer	30/6/16
11	01/07/16 A	I	Data link layer	01/7/16 <i>(The 4 days)</i>
12	02/07/16 B	I	Network layer	02/7/16 <i>(The 4 days)</i>
13	12/07/16 D	I	Transport and Session layer	13/7/16
14	13/07/16 E	I	Presentation layer	14/7/16
15	14/07/16 F	I	Application layer	14/7/16

Text books

Reference books

1. Introduction to Data Communication and Networking - Behrouz Forouzan
2. "Computer Networks" - Andrew S. Tanenbaum 4th Edition

Activity	Total Number	Topic I	Topic II	Topic III	Planned Date	Actual Date
Assignment	2	Internet	Satellite Communication	Internet	24/6/16 02/7/16	25/6/16 01/7/16
Internal Test	2	I st Test Portions 1, 11, 12	II nd Test Portions 11, 11	III rd Test Portions 14, 15	27/07/16 21/08/16 17/10/16	27/07/16 27/07/16

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Sl.No.	Date & Order	Unit	Topics planned	Covered on
16	15/07/16 A	i	Transmission Media	15/7/16
17	16/07/16 B	ii	Guided Media	16/7/16
18	19/07/16 D	ii	Twisted Pair cable	(SC INFERIOR) 20/7/16
19	20/07/16 E	ii	Shielded & Unshielded	20/7/16
20	21/07/16 F	ii	Co-axial cable	21/7/16
21	22/07/16 A	ii	Co-axial cable connectors	22/7/16
22	25/07/16 B	ii	Fiber-Optic cable	25/7/16
23	27/07/16 D	ii	Propagation Modes	27/7/16
24	28/07/16 E	ii	Unguided Media	28/7/16
25	29/07/16 F	ii	Propagation Methods	29/7/16
26	30/07/16 A	ii	Radiowaves	30/7/16
27	01/08/16 B	ii	Microwaves	01/8/16
28	03/08/16 D	ii	Unidirectional Antenna	03/8/16
29	04/08/16 E	ii	Infra Redwaves	04/8/16
30	05/08/16 F	ii	Satellite Communication	05/8/16
31	08/08/16 A	iii	Data Link Control	08/8/16
32	09/08/16 B	iii	Error Types	09/8/16
33	11/08/16 D	iii	Error Detection	11/8/16
34	12/08/16 E	iii	Error and Flow control	12/8/16
35	13/08/16 F	iii	STOP AND WAIT ARE	13/8/16
36	17/08/16 A	iii	CSMA-CD & SELECTIVE ARE	17/8/16
37	18/08/16 B	iii	Circuit Switching	18/8/16
38	20/08/16 D	iii	Packet Switching	20/8/16
39	22/08/16 E	iii	Message Switching	22/8/16
40	23/08/16 F	iii	Network Layer	23/8/16


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Sl.No.	Date & Order	Unit	Topics planned	Covered on
41	24/08/16 A	vi	Network Layer Connection	26/8/16
42	26/08/16 B	vii	Network Layer Connection	26/8/16
43	29/08/16 D	vi	Error Detection - CRC	29/8/16
44	30/08/16 E	vi	Parity check	29/8/16
45	31/08/16 F	vi	Checksum	29/8/16
46	01/09/16 A	vii	LOCAL AREA NETWORK	29/8/16
47	02/09/16 B	vii	PROTECTOR 802	29/8/16
48	09/09/16 D	vii	Ethernet	29/8/16
49	08/09/16 E	vii	IEEE 802.3	29/8/16
50	09/09/16 F	vii	CSMA/CD	29/8/16
51	15/09/16 A	vii	CSMA/CD Implementation	29/8/16
52	16/09/16 B	vii	Token Bus	29/8/16
53	19/09/16 D	vii	Token Ring	29/8/16
54	20/09/16 E	vii	FDDI MAN	29/8/16
55	21/09/16 F	vii	IEEE 802.6	29/8/16
56	22/09/16 A	vii	IEEE 802.6 (DSDR)	29/8/16
57	23/09/16 B	vii	Bluetooth	29/8/16
58	27/09/16 D	viii	Radio Layer	29/8/16
59	28/09/16 E	viii	Rawband Layer	29/8/16
60	29/09/16 F	viii	Other upper layers	29/8/16
61	30/09/16 A	viii	Transport Layer	29/8/16
62	03/10/16 B	viii	Duties of Transport Layer	29/8/16
63	05/10/16 D	viii	Session Layer	29/8/16
64	06/10/16 E	viii	Session and Transport interaction	29/8/16
65	07/10/16 F	viii	Interconnection	29/8/16

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Sl.No.	Date & Order	Unit	Topics planned	Covered on
66	13/10/16 A	V	Session Protocol, Data	13/10/16
67	14/10/16 B	V	Presentation Layer Unit	14/10/16
68	18/10/16 D	V	Translation	18/10/16
69	19/10/16 E	V	Authentication	19/10/16
70	20/10/16 F	V	Data Compression	20/10/16
71	21/10/16 A	V	Message Handling System	21/10/16
72	22/10/16 B	V	File Transfer	22/10/16
73	25/10/16 D	V	Virtual Terminal	25/10/16
74	26/10/16 E	V	Directory Services	26/10/16
75	31/10/16 F	V	Common Management Protocol	31/10/16

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Lesson Plan

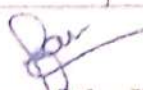
Academic Year 2016-2017[Odd Semester]

Department: BCA

Class	: II Year
Semester	: III
Name of the Faculty	: K.Mariyam Rehana
Title of the Course	: Desktop Publishing
Subject Code	: 15UCAS31
ICT Tools used	:
Text books	: 1. Mastering Page Maker6 for windows 95 - by Rebecca Bridges Altman & Rick Altman Chapters: 1 - 7,8(Text Blocks)10 - 11, 13 - 15. 2. Corel Draw 8: The Official Guide by foster Coburn & Peter McCormick 3 - 8,11,13,15 -16, 18 - 22, 33, 37. 3. Photoshop 4 Studio skills by steven Moniz Chapters 1 - 6,10,12,13
Reference books	:
e-resources	:

Sl. No	Actual Date	Order	Unit	Topics Planned	Date-Topics Covered on
1.	17.6.16	B	1	Introduction to PageMaker - Layout window	17.6.16
2.	21.6.16	D	1	Layout window	21.6.16
3.	23.6.16	F	1	Document setup	23.6.16
4.	25.6.16	B	1	Basic page Maker function: Open, new, close, print, save and save as	28.6.16
5.	28.6.16	D	1	Basic page Maker function: Open, new, close, print, save and save as	28.6.16
6.	30.6.16	F	1	Working with text : text tool, Text block	30.6.16
7.	2.7.16	B	1	Editing Text	12.7.16
8.	12.7.16	D	1	Formatting a Text: Character formatting	12.7.16


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Sl. No	Actual Date	Order	Unit	Topics Planned	Date-Topics Covered on
9.	14.7.16	F	I	paragraph formatting and style creation & color creation	14.7.16
10.	16.7.16	B	II	Graphics Tool, Masking, Rotation, Flipping, Cropping, positioning and scaling, Fill option	16.7.16
11.	19.7.16	D	II	Arrange the object, Grouping, locking	19.7.16
12.	21.7.16	F	II	Frame concept polygon setting and Text wrap properties	21.7.16
13.	25.7.16	B	II	Master Pages: Header and Footer and Template files	25.7.16
14.	27.7.16	D	II	Story Editor : Find & Replace. Spell checker - Book Creation	27.7.16
15.	29.7.16	F	II	TOC creation	29.7.16
16.	1.8.16	B	II	Index creation both page reference and cross reference	1.8.16
17.	3.8.16	D	II	Table Editor: Create Tables using Adobe Table	3.8.16
18.	5.8.16	F	II	Import tables into PageMaker	5.8.16
19.	9.8.16	B	III	Introduction to CorelDraw - features and advantages	9.8.16
20.	11.8.16	D	III	Layout window	11.8.16
21.	13.8.16	F	III	Basic CorelDraw functions: open	13.8.16
22.	18.8.16	B	III	Basic CorelDraw functions: open	18.8.16
23.	20.8.16	D	III	Basic Tools: Rectangle, Ellipse, Text, Freehand drawing, Outline, fill and shape	20.8.16
24.	23.8.16	F	III	Basic Tools: Rectangle, Ellipse, Text, Freehand drawing, Outline, fill and shape	23.8.16
25.	26.8.16	B	III	Creating and manipulating text: Artistic text and paragraph text	26.8.16

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Sl. No	Actual Date	Order	Unit	Topics Planned	Date-Topics Covered on
26.	29.8.16	D	III	Creating and manipulating text: Artistic text and paragraph text -	29.8.16
27.	31.8.16	F	III	Text based Roll -ups: Enveloping, Extruding, Text and Fit text to path	31.8.16
28.	2.9.16	B	IV	Fill, outline, Group, ungroup weld	2.9.16
29.	7.9.16	D	IV	combine, breaking apart	7.9.16
30.	9.9.16	F	IV	Separate, Intersection	9.9.16
31.	16.9.16	B	IV	Trim, Align and ordering	16.9.16
32.	19.9.16	D	IV	Effects: transforming object, Shaping object	19.9.16
33.	21.9.16	F	IV	Graphic based roll - ups: Pen, Blend, Contour, symbol	21.9.16
34.	23.9.16	B	IV	Graphic based roll - ups: Pen, Blend, Contour, symbol	23.9.16
35.	27.9.16	D	IV	Preset, Layer and Power clip option	27.9.16
36.	29.9.16	F	IV	Template creation Creating New: Arrow, pattern, symbol and style	29.9.16
37.	3.10.16	B	V	Introduction to photo Shop - Layout .	3.10.16
38.	5.10.16	D	V	basic functions: New, Open, close, save, save as and setup	5.10.16
39.	7.10.16	F	V	painting tools: Air brush, paint brush,	7.10.16
40.	14.10.16	B	V	line pen, eraser	14.10.16
41.	18.10.16	D	V	eye dropper	18.10.16
42.	20.10.16	F	V	gradient and paint bucket tools	20.10.16

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Sl.No	Actual Date	Order	Unit	Topics Planned	Date-Topics Covered on
43.	22.10.16	B	V	Text Tools - Zoom tool, Hand tool	22.10.16
44.	25.10.16	D	V	selection tools: Move and sponge tools	25.10.16
45.	31.10.16	F	V	vignettes and edge effects.	31.10.16

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SADAKATHULLAH APPA COLLEGE (AUTONOMOUS)

Rahmath Nagar, Tirunelveli - 627 011

Lesson Plan**Academic Year 2016-2017[Odd Semester]****Department: BCA**

Class	:	I BCA
Semester	:	I
Name of the Faculty	:	S.Piramu Kailasam
Title of the Course	:	Office Automation
Subject Code	:	15UITA11
Text books	:	Gini Courter & Anette Marquis – MICROSOFT OFFICE 2000 No Experience required
Reference books	:	Stephen L. Nelson – Office 2000 The Complete Reference, Tata McGraw Hill publishing Company Limited.
e-resources	:	

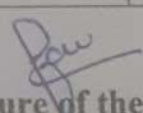
Sl. No	Actual Date	Order	Unit	Topics Planned	Date-Topics Covered on
1.	16.6.16	A	I	Exploring common features in Office	16.6.16
2.	20.6.16	C		Working with files	20.6.16
3.	21.6.16	D		Editing in Office 2000	21.6.16
4.	24.6.16	A		Selecting, moving and Copying	24.6.16
5.	27.6.16	C		Fonts and font styles	27.6.16
6.	28.6.16	D		Mastering the basics of Word	28.6.16
7.	1.7.16	A		Creating Word documents	1.7.16

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Sl. No	Actual Date	Order	Unit	Topics Planned	Date-Topic Covered on
8.	11.7.16	C		Editing document Texts	11.7.16
9.	12.7.16	D	I	applying Text enhancements	12.7.16
10.	15.7.16	A	II	Aligning and Formatting	15.7.16
11.	18.7.16	C		adding Lists	18.7.16
12.	19.7.16	D		Numbers	19.7.16
13.	22.7.16	A		Symbols, Date and time	22.7.16
14.	26.7.16	C		Replacing and checking text	26.7.16
15.	27.7.16	D		Getting into print	27.7.16
16.	30.7.16	A		Applying advanced formatting techniques :	30.7.16
17.	2.8.16	C		Formatting pages	2.8.16
18.	3.8.16	D	II	Working with Columns,	3.8.16
19.	8.8.16	A	III	Constructing high quality tables	8.8.16
20.	10.8.16	C		Creating outlines in Word	10.8.16
21.	11.8.16	D		Working with complex Documents	11.8.16
22.	17.8.16	A		Managing data with Word	17.8.16
23.	19.8.16	C		creating customized Merge Documents	19.8.16
24.	20.8.16	D		Publishing online forms	20.8.16

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

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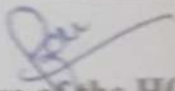
No	Actual Date	Order	Unit	Topics Planned	Date-Topics Covered on
25.	24.8.16	A		adding reference to documents, working together on documents	24.8.16
26.	27.8.16	C		Excel : Creating Excel Worksheet	27.8.16
27.	29.8.16	D	III	Entering and editing Cell entries	29.8.16
28.	1.9.16	A	IV	Working with numbers, changing worksheet layout	1.9.16
29.	6.9.16	C		Printing in Excel, using functions and references, naming ranges, creating easy to understand charts,	6.9.16
30.	7.9.16	D		using custom and special effects, using financial and statistical functions	7.9.16
31.	15.9.16	A		using custom and special effects, using financial and statistical functions	15.9.16
32.	17.9.16	C		using custom and special effects, using financial and statistical functions	17.9.16
33.	19.9.16	D		Tracking and analyzing data with Excel, auditing Worksheet.	19.9.16
34.	22.9.16	A		Tracking and analyzing data with Excel, auditing Worksheet.	22.9.16
35.	26.9.16	C		Tracking and analyzing data with Excel, auditing Worksheet.	26.9.16
36.	27.9.16	D	IV	Tracking and analyzing data with Excel, auditing Worksheet.	27.9.16
37.	30.9.16	A	V	Power Point : Creating Power Point presentation .	30.9.16
38.	4.10.16	C		building presentations, modifying visual elements,	4.10.16
39.	5.10.16	D		formatting and checking text, adding objects,	5.10.16
40.	13.10.16	A		applying transitions	13.10.16
41.	17.10.16	C		animations effects and linking	17.10.16

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Sl.No	Actual Date	Order	Unit	Topics Planned	Date-Topics Covered on
42.	18.10.16	D		preparing handouts, taking the show on the road.	18.10.16
43.	21.10.16	A		preparing handouts, taking the show on the road.	21.10.16
44.	24.10.16	C		preparing handouts, taking the show on the road.	24.10.16
45.	25.10.16	D	V	preparing handouts, taking the show on the road.	25.10.16


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