

LESSON PLAN FOR EVEN SEM
SESSION 2017-18

NAME OF ASSISTANT PROFESSOR : SHIVANI SHARMA
CLASS/SECTION : BCA IV SEM / SEC H
SUBJECT : ADVANCED DATA STRUCTURES

UNIT/PART I	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 1-1-18	INTRODUCTION AND DEFINITION OF TREE	-----
DAY2 DATE 2-1-18	REPRESENTATION OF TREE IN MEMORY TUTORIAL	-----
DAY4 DATE 4-1-18	-----	WAP FOR BINARY TREE (GP-C)
DAY5 DATE 5-1-18	BINARY TREE TRAVERSAL	WAP FOR BINARY TREE (GP-B)
DAY6 DATE 6-1-18	ALGORITHM TO TREE TRAVERSAL	WAP FOR BINARY TREE (GP-A)
DAY7 DATE 8-1-18	TREE TRAVERSAL ALGORITHM USING STACK	-----
DAY8 DATE 9-1-18	INTRODUCTION TO BINARY SEARCH TREE TUTORIAL	-----
DAY10 DATE 11-1-18	-----	WAP FOR BINARY TREE TRAVERSAL (GP-C)
DAY11 DATE 12-1-18	STORAGE OF BINARY SEARCH TREE	WAP FOR BINARY TREE TRAVERSAL (GP-B)
DAY12 DATE 13-1-18	SEARCHING IN BINARY SEARCH TREE	WAP FOR BINARY TREE TRAVERSAL (GP-A)
DAY13 DATE 15-1-18	INSERTION IN BINARY SEARCH TREE	-----
DAY 14 DATE 16-1-18	DELETION IN BINARY SEARCH TREE TUTORIAL	-----
DAY16 DATE 18-1-18	-----	WAP FOR BINARY SEARCH TREE (GP-C)
DAY17 DATE 19-1-18	EXAMPLES OF OPERATIONS ON BINARY SEARCH TREE	WAP FOR BINARY SEARCH TREE (GP-B)

DAY18 DATE 20-1-18	HUFFMAN'S TREE ALGORITHM BASICS	WAP FOR BINARY SEARCH TREE (GP-A)
DAY19 DATE 22-1-18	HOLIDAY	
DAY20 DATE 23-1-18	SPORTS DAY	
DAY21 DATE 24-1-18	HOLIDAY	
DAY22 DATE 25-1-18	-----	WAP FOR HUFFMAN'S TREE ALGORITHM (GP-C)
DAY23 DATE 26-1-18	HOLIDAY	
DAY 24 DATE 27-1-18	IMPLEMENTATION OF HUFFMAN'S TREE ALGORITHM	WAP FOR HUFFMAN'S TREE ALGORITHM (GP-A)
UNIT/PART II	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 29-1-18	INTRODUCTION TO GRAPH	-----
DAY2 DATE 30-1-18	BASIC GRAPH TERMINOLOGY TUTORIAL	-----
DAY3 DATE 31-1-18	HOLIDAY	
DAY4 DATE 1-2-18	-----	WAP FOR GRAPH (GP-C)
DAY5 DATE 2-2-18	REPRESENTATION OF GRAPH	WAP FOR GRAPH(GP-B)
DAY6 DATE 3-2-18	EXAMPLE TO REPRESENTATION OF GRAPH	WAP FOR GRAPH(GP-A)
DAY7 DATE 5-2-18	TRAVERSAL IN GRAPH	-----
DAY8 DATE 6-2-18	IMPLEMENTATION OF TRAVERSAL IN GRAPH TUTORIAL	-----
DAY10 DATE 8-2-18	-----	WAP FOR TRAVERSAL IN GRAPH (GP-C)
DAY11 DATE 9-2-18	GRAPH ALGO ASSIGNMENT 1	WAP FOR TRAVERSAL IN GRAPH (GP-B)
DAY12 DATE 10-2-18	HOLIDAY	
DAY13 DATE 12-2-18	EXAMPLES OF GRAPH	-----

DAY14 DATE 13-2-18	HOLIDAY	
DAY16 DATE 15-2-18	-----	WAP FOR SHORTEST PATH ALGORITHM (GP-C)
DAY17 DATE 16-2-18	INTRODUCTION TO SHORTEST PATH ALGORITHM	WAP FOR SHORTEST PATH ALGORITHM (GP-B)
DAY18 DATE 17-2-18	IMPLEMENTATION OF WARSHALL'S ALGORITHM	WAP FOR SHORTEST PATH ALGORITHM (GP-A)
DAY19 DATE 19-2-18	IMPLEMENTATION OF DIJKSTRA'S ALGORITHM	-----
DAY20 DATE 20-2-18	ALGORITHM OF SHORTEST PATH ALGORITHM TUTORIAL	-----
DAY22 DATE 22-2-18	-----	WAP FOR DIJKSTRA'S ALGO (GP-C)
DAY23 DATE 23-2-18	APPLICATIONS OF SHORTEST PATH	WAP FOR DIJKSTRA'S ALGO (GP-B)
UNIT/PART III	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 24-2-18	INTRODUCTION TO SORTING	WAP FOR DIJKSTRA'S ALGO (GP-A)
DAY2 DATE 26-2-18	TYPES OF SORTING	-----
DAY3 DATE 27-2-18	EXAMPLES OF SORTING TUTORIAL	-----
DAY4 DATE 28-2-18	HOLIDAY	
DAY5 DATE 1-3-18	HOLIDAY	
DAY6 DATE 2-3-18	HOLIDAY	
DAY7 DATE 3-3-18	HOLIDAY	
DAY8 DATE 5-3-18	IMPLEMENTATION OF RADIX SORT	-----
DAY9 DATE 6-3-18	IMPLEMENTATION OF QUICK SORT TUTORIAL	-----
DAY11 DATE 8-3-18	-----	WAP TO REVERSE A STRING (GP-C)
DAY12 DATE 9-3-18	ALGORITHM OF QUICK SORT	WAP TO REVERSE A STRING (GP-B)

DAY13 DATE 10-3-18	Sorting Explanation ASSIGNMENT 2	WAP TO REVERSE A STRING (GP-A)
DAY 14 DATE 12-3-18	IMPLEMENTATION OF HEAP SORT	-----
DAY15 DATE 13-3-18	ALGORITHM OF HEAP SORT TUTORIAL	-----
DAY17 DATE 15-3-18	-----	WAP TO USE STRING FUNCTIONS (GP-C)
DAY18 DATE 16-3-18	IMPLEMENTATION OF MERGE SORT	WAP TO USE STRING FUNCTIONS (GP-B)
DAY19 DATE 17-3-18	ALGORITHM OF MERGE SORT	WAP TO USE STRING FUNCTIONS (GP-A)
DAY20 DATE 19-3-18	IMPLEMENTATION OF TOURNAMENT SORT	-----
DAY21 DATE 20-3-18	ALGORITHM OF TOURNAMENT SORT TUTORIAL	-----
DAY23 DATE 22-3-18	CONDITIONAL TEST	WAP FOR WARSHALL'S ALGO (GP-C)
DAY 24 DATE 23-3-18	HOLIDAY	
DAY 25 DATE 24-3-18	CONDITIONAL TEST	WAP FOR WARSHALL'S ALGO (GP-A)
UNIT/PART IV	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 26-3-18	INTRODUCTION TO FILES	-----
DAY2 DATE 27-3-18	ATTRIBUTES OF FILES TUTORIAL	-----
DAY4 DATE 29-3-18	HOLIDAY	
DAY5 DATE 30-3-18	CLASSIFICATION OF FILES	WAP FOR TOURNAMENT SORT(GP-B)
DAY6 DATE 31-3-18	FILE OPERATIONS	WAP FOR TOURNAMENT SORT (GP-A)
DAY7 DATE 2-4-18	EXAMPLES OF FILE OPERATIONS	-----
DAY8 DATE 3-4-18	TYPES OF FILES TUTORIAL	-----

DAY10 DATE 5-4-18	-----	WAP FOR QUICK SORT (GP-C)
DAY11 DATE 6-4-18	COMPARISON OF VARIOUS TYPES OF FILES	WAP FOR QUICK SORT (GP-B)
DAY12 DATE 7-4-18	INTRODUCTION TO FILE ORGANIZATION	WAP FOR QUICK SORT (GP-A)
DAY13 DATE 9-4-18	INTRODUCTION TO SEQUENTIAL ORGANIZATION	-----
DAY14 DATE 10-4-18	INTRODUCTION TO INDEXED SEQUENTIAL ORGANIZATION TUTORIAL	-----
DAY16 DATE 12-4-18	-----	WAP FOR MERGE SORT (GP-C)
DAY17 DATE 13-4-18	INTRODUCTION TO RANDOM ACCESS FILE	WAP FOR MERGE SORT (GP-B)
DAY18 DATE 14-4-18	HOLIDAY	
DAY19 DATE 16-4-18	INTRODUCTION TO HASHING	-----
DAY20 DATE 17-4-18	INTRODUCTION TO COLLISION RESOLUTION TUTORIAL	-----
DAY21 DATE 18-4-18	HOLIDAY	
DAY22 DATE 19-4-18	-----	TEST OF ALL PROGRAMS
DAY23 DATE 20-4-18	CLASS TEST OF FULL SYLLABUS	TEST OF ALL PROGRAMS

NAME OF ASSISTANT PROFESSOR : SHIVANI SHARMA
CLASS/SECTION : BCA II SEM / SEC H
SUBJECT : OFFICE AUTOMATION TOOL

UNIT/PART I	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 1-1-18	-----	DTP INTRODUCTION (GP-C)
DAY2 DATE 2-1-18	-----	DTP INTRODUCTION (GP-B)
DAY3 DATE 3-1-18	INTRODUCTION TO DTP	DTP INTRODUCTION (GP-A)

DAY4 DATE 4-1-18	CONCEPT AND NEEDS OF DTP	-----
DAY5 DATE 5-1-18	APPLICATIONS OF DTP	-----
DAY6 DATE 6-1-18	HARDWARE REQUIREMENT FOR DTP	-----
DAY7 DATE 8-1-18	-----	S/W & H/W FOR DTP (GP-C)
DAY8 DATE 9-1-18	-----	S/W & H/W FOR DTP (GP-B)
DAY9 DATE 10-1-18	SOFTWARE REQUIREMENT FOR DTP	S/W & H/W FOR DTP (GP-A)
DAY10 DATE 11-1-18	OVERVIEW OF DTP PACKAGE	-----
DAY11 DATE 12-1-18	COMPARISON BETWEEN DTP PACKAGE	-----
DAY12 DATE 13-1-18	COMMON FEATURES OF DTP PACKAGE	-----
DAY13 DATE 15-1-18	-----	PAGE MAKER INTRO (GP-C)
DAY 14 DATE 16-1-18	-----	PAGE MAKER INTRO (GP-B)
DAY15 DATE 17-1-18	INTRODUCTION TO PAGE MAKER	PAGE MAKER INTRO (GP-A)
DAY16 DATE 18-1-18	SYSTEM REQUIREMENT	-----
DAY17 DATE 19-1-18	COMPONENTS OF PAGE MAKER	-----
DAY18 DATE 20-1-18	INTRODUCTION TO MENUS	-----
DAY19 DATE 22-1-18	HOLIDAY	
DAY20 DATE 23-1-18	SPORTS DAY	
DAY21 DATE 24-1-18	HOLIDAY	
DAY22 DATE 25-1-18	INTRODUCTION TO TOOLBAR	-----
DAY23 DATE 26-1-18	HOLIDAY	
DAY 24 DATE 27-1-18	PAGEMAKER PREFERENCES	-----
UNIT/PART II	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 29-1-18	-----	PAGE MAKER TOOLS (GP-C)
DAY2	-----	PAGE MAKER TOOLS (GP-B)

DATE 30-1-18		
DAY3 DATE 31-1-18	HOLIDAY	
DAY4 DATE 1-2-18	USING PAGE MAKER	-----
DAY5 DATE 2-2-18	CHARACTER SPECIFICATION	-----
DAY6 DATE 3-2-18	PARAGRAPH RULES & SPACING	-----
DAY7 DATE 5-2-18	-----	EDITING PAGEMAKER (GP-C)
DAY8 DATE 6-2-18	-----	EDITING PAGEMAKER (GP-B)
DAY9 DATE 7-2-18	HYPHENATION	EDITING PAGEMAKER (GP-A)
DAY10 DATE 8-2-18	HEADER AND FOOTER	-----
DAY11 DATE 9-2-18	EDITING PAGE ASSIGNMENT 1	-----
DAY12 DATE 10-2-18	HOLIDAY	
DAY13 DATE 12-2-18	-----	SAVE AND SAVE AS PAGEMAKER (GP-C)
DAY15 DATE 14-2-18	SAVING PUBLICATION	SAVE AND SAVE AS PAGEMAKER (GP-A)
DAY16 DATE 15-2-18	CLOSING PUBLICATION	-----
DAY17 DATE 16-2-18	OPEN A PUBLICATION	-----
DAY18 DATE 17-2-18	STORY EDITOR	-----
DAY19 DATE 19-2-18	-----	PAGEMAKER PRACTICAL (GP- C)
DAY20 DATE 20-2-18	-----	PAGEMAKER PRACTICAL (GP- B)
DAY21 DATE 21-2-18	EDITING PAGE MAKER	PAGEMAKER PRACTICAL (GP- A)
DAY22 DATE 22-2-18	PARAGRAPH ATTRIBUTES	-----
DAY23 DATE 23-2-18	DOUBT SESSION	-----
UNIT/PART III	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 24-2-18	CLASS TEST	-----

DAY2 DATE 26-2-18	-----	OFFICE AUTOMATION INTRO (GP-C)
DAY3 DATE 27-2-18	-----	OFFICE AUTOMATION INTRO (GP-B)
DAY4 DATE 28-2-18	HOLIDAY	
DAY5 DATE 1-3-18	HOLIDAY	
DAY6 DATE 2-3-18	HOLIDAY	
DAY7 DATE 3-3-18	HOLIDAY	
DAY8 DATE 5-3-18	-----	EDITING OFFICE AUTOMATION (GP-C)
DAY9 DATE 6-3-18	-----	EDITING OFFICE AUTOMATION (GP-B)
DAY10 DATE 7-3-18	INTRODUCTION TO OFFICE AUTOMATION	EDITING OFFICE AUTOMATION (GP-A)
DAY11 DATE 8-3-18	CREATING & EDITING DOCUMENT	-----
DAY12 DATE 9-3-18	FORMATTING DOCUMENT	-----
DAY13 DATE 10-3-18	CLASS TEST ASSIGNMENT 2	-----
DAY 14 DATE 12-3-18	-----	PAGE FORMATTING (GP-C)
DAY15 DATE 13-3-18	-----	PAGE FORMATTING (GP-B)
DAY16 DATE 14-3-18	AUTO CORRECT	PAGE FORMATTING (GP-A)
DAY17 DATE 15-3-18	SPELLING AND GRAMMAR TOOL	-----
DAY18 DATE 16-3-18	DOCUMENT DICTIONARY	-----
DAY19 DATE 17-3-18	PAGE FORMATTING	-----
DAY20 DATE 19-3-18	-----	LINKING AND EMBEDDING (GP-C)
DAY21 DATE 20-3-18	-----	LINKING AND EMBEDDING (GP-B)
DAY22 DATE 21-3-18	LINKING AND EMBEDDING OBJECTS	LINKING AND EMBEDDING (GP-A)
DAY23	CONDITIONAL TEST	-----

DATE 22-3-18		
DAY 24 DATE 23-3-18	HOLIDAY	
DAY 25 DATE 24-3-18	CONDITIONAL TEST	-----
UNIT/PART IV	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 26-3-18	-----	USING WORD MAIL (GP-C)
DAY2 DATE 27-3-18	-----	USING WORD MAIL (GP-B)
DAY3 DATE 28-3-18	FILE MANAGEMENT	USING WORD MAIL (GP-A)
DAY4 DATE 29-3-18	HOLIDAY	
DAY5 DATE 30-3-18	ADVANCE FEATURES OF WORD- MAIL MERGE	-----
DAY6 DATE 31-3-18	MACRO	-----
DAY7 DATE 2-4-18	-----	USING MACRO (GP-C)
DAY8 DATE 3-4-18	-----	USING MACRO (GP-B)
DAY9 DATE 4-4-18	INTRODUCTION TO POWERPOINT	USING MACRO (GP-A)
DAY10 DATE 5-4-18	CREATING PRESENTATION	-----
DAY11 DATE 6-4-18	MANIPULATING SLIDES	-----
DAY12 DATE 7-4-18	ENHANCING SLIDES	-----
DAY13 DATE 9-4-18	-----	POWERPOINT INTRO (GP-C)
DAY14 DATE 10-4-18	-----	POWERPOINT INTRO (GP-B)
DAY15 DATE 11-4-18	ORGANIZATIONAL CHARTS	POWERPOINT INTRO (GP-A)
DAY16 DATE 12-4-18	EXCEL CHARTS & WORD ART	-----
DAY17 DATE 13-4-18	LAYERING ART OBJECTS & ANIMATION AND SOUNDS	-----
DAY18 DATE 14-4-18	HOLIDAY	
DAY19 DATE 16-4-18	-----	EDITING POWERPOINT (GP-C)

DAY20 DATE 17-4-18	-----	EDITING POWERPOINT (GP-B)
DAY21 DATE 18-4-18	HOLIDAY	
DAY22 DATE 19-4-18	INSERTING ANIMATED PICTURES & INSERTING RECORDED SOUND	-----
DAY23 DATE 20-4-18	BUILT-IN SOUND EFFECTS	-----

NAME OF ASSISTANT PROFESSOR : SHIVANI SHARMA
CLASS/SECTION : BSC NON-MED SEM II
SUBJECT : BCE LAB

UNIT/PART I	TOPIC	
	THEORY	PRACTICAL
DAY1 DATE 1-1-18	-----	INTRODUCTION TO WORD PROCESSING
DAY5 DATE 5-1-18	-----	MENUS
DAY7 DATE 8-1-18	-----	CREATING DOCUMENT
DAY11 DATE 12-1-18	-----	FORMATTING DOCUMENT
DAY13 DATE 15-1-18	-----	EDITING DOCUMENT
DAY17 DATE 19-1-18	-----	SPELL CHECKING
DAY19 DATE 22-1-18	HOLIDAY	
DAY20 DATE 23-1-18	SPORTS DAY	
DAY21 DATE 24-1-18	HOLIDAY	
DAY23	HOLIDAY	

DATE 26-1-18		
	TOPIC	
UNIT/PART II	THEORY	PRACTICAL
DAY1 DATE 29-1-18	-----	SELECTION & REPLACING TEXT
DAY5 DATE 2-2-18	-----	TEMPLATE
DAY7 DATE 5-2-18	-----	TYPES OF FORMATTING
DAY11 DATE 9-2-18	-----	INTRO TO TABLES
DAY13 DATE 12-2-18	-----	AUTO FIT AND SORTING
DAY17 DATE 16-2-18	-----	MERGE AND SPLIT CELL
DAY19 DATE 19-2-18	-----	SPELLING CHECKING AND GRAMMAR
DAY23 DATE 23-2-18	-----	USING GRAPHICS AND WORD ART
	TOPIC	
UNIT/PART III	THEORY	PRACTICAL
DAY2 DATE 26-2-18	-----	MACROS
DAY6 DATE 2-3-18	HOLIDAY	
DAY8 DATE 5-3-18	-----	BOOK MARK HYPERLINK
DAY12 DATE 9-3-18	-----	INTRO TO INTERNET
DAY 14 DATE 12-3-18	-----	DIAL UP CONNECTION
DAY18 DATE 16-3-18	-----	BROADBAND CONNECTION AND WI-FI
DAY20 DATE 19-3-18	-----	EMAIL
DAY 24 DATE 23-3-18	HOLIDAY	
	TOPIC	
UNIT/PART IV	THEORY	PRACTICAL
DAY1 DATE 26-3-18		

DAY5 DATE 30-3-18	-----	IRC AND VIDEO CONFERENCING
DAY7 DATE 2-4-18	-----	NEWSGROUP AND OTHER INTERNET SERVICES
DAY11 DATE 6-4-18	-----	FTP AND TELNET
DAY13 DATE 9-4-18	-----	DNS
DAY17 DATE 13-4-18	-----	IP ADDRESS
DAY19 DATE 16-4-18	-----	URL ADDRESS
DAY23 DATE 20-4-18	-----	HTTP & NET SURFING

SHIVANI SHARMA
(NAME OF THE TEACHER)