BPS MAHILA POLYTECHNIC ,KHANPUR KALAN (SONIPAT)

(Library and Information Science)

Time Table for The session JANUARY to MAY 2026

DAYS	SEM	9:00 -10:00	10:00 -11:00	11:00 -11:05	11:05 -12:00	12:00 - 1:00	LUNCH	2:00 - 3:00	3:00 - 4:00	4:00 -5:00
MON	2nd	ISS (E)	PC (R)	Yog	CATA (S)	CATA (S)		CTL (S)	CTL (S)	SCA (R)
	4th	Lib Mgt (S)	Lib Auto(M)	Yog	Lib Auto(M)	Lib Auto(M)		Inf S (E)	Min P (E)	Pro Ele (M)
	6th	POT (E)			Project Oriented Training					
TUE	2nd	ISS (E)	PC (R)	Yog	CTL (S)	CTL (S)		CATA (S)	CATA (S)	SCA (R)
	4th	Lib Auto(M)	Lib Auto(M)	Yog	Inf S (E)	ENG (Sunita)		EDM (M)	Pro Ele (M)	Min P (E)
	6th	POT(M)			Project Oriented Training					
WED	2nd	ISS (E)	PC (R)	Yog	CATA (S)	CTL (S)		CATA (S)	CL (M)	CL (M)
	4th	Lib Mgt (S)	Lib Mgt (S)	Yog	Lib Auto(M)	ENG (Sunita)		Inf S (E)	SCA (R)	SCA (R)
	6th	POT (E)			Project Oriented Training					
THU	2nd	EVS (P)	PC (R)	Yog	ISS (E)	CATA (S)		ISS (E)	CL (M)	CL (M)
	4th	EDM (M)	Min P (E)	Yog	Lib Mgt (S)	ENG (Sunita)		Pro Ele (M)	Min P (E)	Min P (E)
	6th	POT(S)			Project Oriented Training					
FRI	2nd	ISS (E)	ISS (E)	Yog	CL (M)	CTL (S)		EVS (P)	CL (M)	CL (M)
	4th	Lib Mgt (S)	Lib Mgt (S)	Yog	ENG (Sunita)	EDM (M)		Min P (E)	Min P (E)	Min P (E)
	6th	POT(S)			Project Oriented Training					
			MENTORS	Work LOAD						
		Ms. Shikha(S)	2nd sem	21						
		Dr. Mamta(M)	4th sem	20						
		DR.Ekta (E)	6th sem	20						
		Ms.Rajni (R)		8						
		Ms.Sunita		4						
		Ms.Promila(P)		2						

HOD / Incharge

PRINCIPAL

BPS Mahila Polytechnic Khanpur Kalan

Time table of OMCA department from Jan to June 26

		1	2		3	4		5	6
		9-10	10-11	11-11.05	11.05-12	12-1		2-3	3-4
Monday	2nd	Typing (Neha)	Computer (SS)		OC(Shilpa)	OM (Shilpa)		Steno (Neha)	Steno (Neha)
	4th	CA (SS)	Steno (Neha)		EDM(Kavita)	HRM(kavita)		SP(shilpa)	CA (SS)
	6th	ented Professional Training							Project Oriented Professi
Tuesday	2nd	Typing (Neha)	Computer (SS)		OC(Shilpa)	OM (Shilpa)		Steno (Neha)	Computer(SS)
	4th	CA (SS)	Steno (Neha)		HRM(kavita)	Eng (Rajni)		SP(shilpa)	Steno (Neha)
	6th	ented Professional Training							Project Oriented Professi
Wednesday	2nd	Typing (Neha)	Computer (SS)		OC(Shilpa)	OM (Shilpa)		Steno (Neha)	Steno (Neha)
	4th	CA (SS)	Steno (Neha)		EDM(Kavita)	Eng (Rajni)		SP(shilpa)	MinorProject (Kavita)
	6th	ented Professional Training							Project Oriented Professi
Thursday	2nd	Typing (Neha)	Computer (SS)		OC(Shilpa)	OM (Shilpa)		Steno (Neha)	Typing (Neha)
	4th	CA (SS)	Steno (Neha)		HRM(kavita)	Eng (Rajni)		SP(shilpa)	MinorProject (Kavita)
	6th	ented Professional Training							Project Oriented Professi
Friday	2nd	Typing (Neha)	Computer (SS)		OC(Shilpa)	OM (Shilpa)		Steno (Neha)	Steno (Neha)
	4th	CA (SS)	Steno (Neha)		EDM(Kavita)	Eng (Rajni)		MinorProject (Kavita)	MinorProject (Kavita)
	6th	ented Professional Training							Project Oriented Professi

Yoga Break

Lunch time (1-2)

Workload:

1 Mrs Kiran Jindal- Project- 6
2 SS Malik- Computer,CA,Projcet- 6+6+10= 22
3 Mrs. Shilpa- OM, OC,SP, Project -6+5+4+9=24
4 Mrs. Kavita- EDM, HRM,M. Project,SCA,project- 3+3+6+4+4=20
5 Ms. Neha- Typing, Steno, Steno- 6+8+8=22
6 Smt. Rajni- Eng, Project-4+6=10
7 Smt. Promila- SCA- 02

Class Metors:

1. Smt. Shilpa- 1st year
2. Mrs. Kavita - 2nd Year
3. i) Mr. SS Malik- Roll no. 2,4,5,6,7 (3rd Ye
3 ii) Mrs. Shilpa- Roll no. 8,9,10,11, (3rd Yr
3 iii) Mrs. Kavita- Roll no. 12,14,15,17, (3r
3 iv) Mrs. Rajni- Roll no. 20,21,23,25, (3rd
3 v) Mrs. Kiran Jindal- Roll no. 26,27, Det L

HOD **Principal**

7
4-5
SCA (Kavita)
SCA (Promila)
onal Training
OM (Shilpa)
MinorProject (Kavita)
onal Training
SCA (Kavita)
Steno (Neha)
onal Training
SCA (Promila)
MinorProject (Kavita)
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SCA (Kavita)
Steno (Neha)
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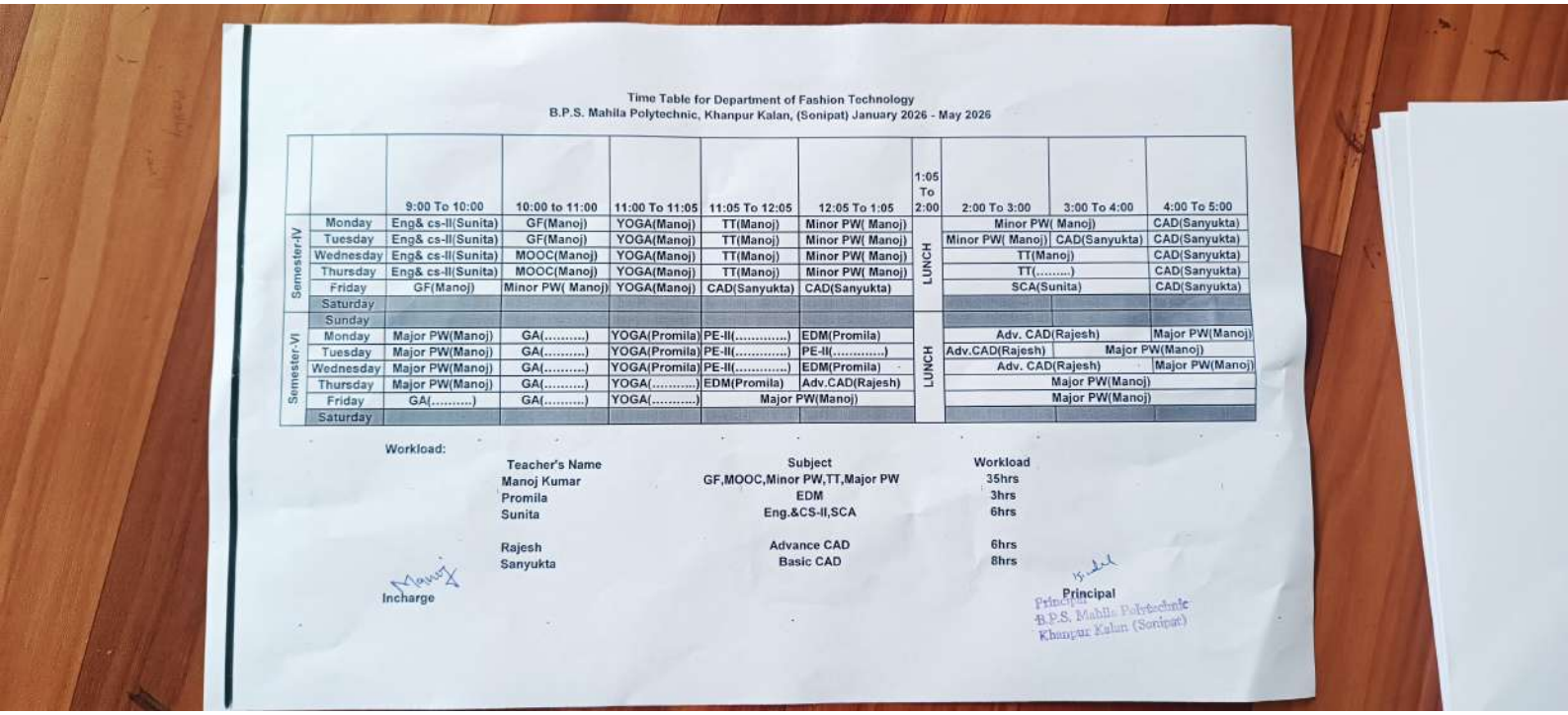

Time Table for Department of Fashion Technology
B.P.S. Mahila Polytechnic, Khanpur Kalan, (Sonipat) January 2026 - May 2026

		9:00 To 10:00	10:00 to 11:00	11:00 To 11:05	11:05 To 12:05	12:05 To 1:05	1:05 To 2:00	2:00 To 3:00	3:00 To 4:00	4:00 To 5:00
Semester-IV	Monday	Eng& cs-II(Sunita)	GF(Manoj)	YOGA(Manoj)	TT(Manoj)	Minor PW(Manoj)	LUNCH	Minor PW(Manoj)		CAD(Sanyukta)
	Tuesday	Eng& cs-II(Sunita)	GF(Manoj)	YOGA(Manoj)	TT(Manoj)	Minor PW(Manoj)		Minor PW(Manoj)	CAD(Sanyukta)	CAD(Sanyukta)
	Wednesday	Eng& cs-II(Sunita)	MOOC(Manoj)	YOGA(Manoj)	TT(Manoj)	Minor PW(Manoj)		TT(Manoj)		CAD(Sanyukta)
	Thursday	Eng& cs-II(Sunita)	MOOC(Manoj)	YOGA(Manoj)	TT(Manoj)	Minor PW(Manoj)		TT(.....)		CAD(Sanyukta)
	Friday	GF(Manoj)	Minor PW(Manoj)	YOGA(Manoj)	CAD(Sanyukta)	CAD(Sanyukta)		SCA(Sunita)		CAD(Sanyukta)
	Saturday									
Semester-VI	Sunday						LUNCH			
	Monday	Major PW(Manoj)	GA(.....)	YOGA(Promila)	PE-II(.....)	EDM(Promila)		Adv. CAD(Rajesh)		Major PW(Manoj)
	Tuesday	Major PW(Manoj)	GA(.....)	YOGA(Promila)	PE-II(.....)	PE-II(.....)		Adv.CAD(Rajesh)	Major PW(Manoj)	
	Wednesday	Major PW(Manoj)	GA(.....)	YOGA(Promila)	PE-II(.....)	EDM(Promila)		Adv. CAD(Rajesh)		Major PW(Manoj)
	Thursday	Major PW(Manoj)	GA(.....)	YOGA(.....)	EDM(Promila)	Adv.CAD(Rajesh)		Major PW(Manoj)		
	Friday	GA(.....)	GA(.....)	YOGA(.....)	Major PW(Manoj)			Major PW(Manoj)		
	Saturday									

Workload:

Teacher's Name	Subject	Workload
Manoj Kumar	GF,MOOC,Minor PW,TT,Major PW	35hrs
Promila	EDM	3hrs
Sunita	Eng.&CS-II,SCA	6hrs
Rajesh	Advance CAD	6hrs
Sanyukta	Basic CAD	8hrs

Incharge

Principal
Principal
B.P.S. Mahila Polytechnic
Khanpur Kalan (Sonipat)

BPS Mahila Polytechnic Khanpur Kalan

Time Table ECE for EvenSemester - Jan 2026-May2026(2nd,4th,6th)

Day	Sem	9:00-10:00	10:00-11:00	11:00-11:05	11:05-12:05	12:05-1:05	1:05-2:00	2:00-3:00	3:00-4:00	4:00-5:00
Mon	2	AP(PM)	EIM(SJ)	YG(PM)	AM(PM)	EDC(KK)	LUNCH	EWS(VM)	<-------EG(SG)---->	
	4	<-----Project(YG)----->		YG(VK)	CS(VK)	ECS(RC)		PE(KK)	<-----CS(VK)------->	
	6	<---------CE(KK)-------->		YG(SG)	CN(SG)	ME(VK)		SCA(VK)	<----Project(YG)--->	
Tue	2	AP(PM)	EIM(SJ)	YG(PM)	<----AP Lab(PM)---->			<-----EDC(KK)------>		SCA(SG)
	4	<-----Project(YG)----->		YG(VK)	CS(VK)	MPMC(SJ)		<----MPMC(SJ)----->		SCA(SJ)
	6	EDM(SG)	CE(KK)	YG(SG)	<----CN Lab(SG)---->			<---------Project(VK)--------->		
Wed	2	AM(PM)	EIM(SJ)	YG(PM)	ESDM(PM)	EDC(KK)		EWS(VM)	<--EIM(SJ) Lab---->	
	4	ECS(RC)	CS(VK)	YG(KK)	PE(KK)	MPMC(SJ)		<----PE Lab(KK)----->		SCA(KK)
	6	EDM(SG)	CN(SG)	YG(VK	<----Project(VK)---->			<---------Project(VK)--------->		
Thur	2	EDC(KK)	EG(SG)	YG(SG)	EG(SG)	AM(PM)		EWS(YG)	<--EIM(SJ) Lab--->	
	4	ECS(RC)	Project(SJ)	YG(SJ)	Project(SJ)	MPMC(SJ)		MOOC(SG)	<----PE Lab(KK)--->	
	6	<-----Project(YG)----->		YG(VK	ME(VK)	EDM(SG)		CE(KK)	<----Project(VK)--->	
Fri	2	AM(PM)	EG(SG)	YG(SG)	EG(SG)	ESDM(PM)		EWS(YG)	<-----EDC(KK)------>	
	4	ECS(RC)	Project(SJ)	YG(SJ)	Project(SJ)	MOOC(SG)		PE(KK)	<-MPMC Lab(SJ)->	
	6	<-----Project(YG)----->		YG(VK)	<----ME Lab(VK) ---->			CN(SG)	<--CN Lab(SG)---->	

Work Load

Mr.Satpal Jakhar(SJ)	19	Ms. Rajni(RC)	4
Ms. Vineet (VK)	20	Ms. Promila(PM)	10
Ms. Komal(KK)	19	Mr. Virender Mor(VM)	2
Mr. Yashpal(YG)	12		
Ms. Shefali(SG)	19		
YG:.YOGA BREAK			

Incharge

Principal 17/12/25

B.P.S. Mahila Polytechnic, Khanpur Kalan (Sonipat)

Time Table of Computer Engg. Department, JAN 2026

	DAY	9:00 -10:00	10:00 -11:00	11:00 -11:05	11:05 -12:05	12:05-1:05	1:00-2:00	2:00-3:00	3:00-4:00	4:00-5:00
2nd Year (Sem-4)	Mon	DS(SANYUKTA)		YOGA	OOPS(RAJESH)	ECS(SUNITA)	LUNCH	MINOR PROJECT (SANJEEV)		
	Tues	DS(SANYUKTA)		YOGA	MOOC(SAVITA)	COA(GEETA)		MINOR PROJECT (SANJEEV)		
	Wed	OOPS(RAJESH)		YOGA	DS(SANYUKTA)	COA(GEETA)		ECS(SUNITA)	SCA(SANJEEV)	
	Thurs	OOPS(RAJESH)	ECS(SUNITA)	YOGA	DS(SANYUKTA)	COA(GEETA)		SCA(SANJEEV)		
	Fri	DS(SANYUKTA)	ECS(SUNITA)	YOGA	MOOC(SAVITA)	COA(GEETA)		OOPS(RAJESH)	SCA(SANJEEV)	
3rd Year (Sem-6)	Mon	APW(RAJESH)		YOGA	MAD(SANJEEV)	SE(SANYUKTA)		MAJOR PROJECT(GEETA)		
	Tues	APW(RAJESH)		YOGA	MAD(SANJEEV)	EDM(SAVITA)		MAJOR PROJECT(GEETA)		
	Wed	MAJOR PROJECT(SAVITA)		YOGA	PROJECT(SAVITA)	MAD(SANJEEV)		MAJOR PROJECT(GEETA)		
	Thurs	MAJOR PROJECT(GEETA)		YOGA	PROJECT(GEETA)	EDM(SAVITA)		SE(SANYUKTA)	APW(RAJESH)	SCA(SAVITA)
	Fri	MAD(SANJEEV)	SE(SANYUKTA)	YOGA	APW(RAJESH)	EDM(SAVITA)		SCA(SANJEEV)		PROJECT(SAVITA)

Workload

MS. GEETA = 16
MR. SANJEEV = 18
MR.RAJESH 12CE+ 6FT=18
MS. SANYUKTA = 10 + 8 FT=18
MS. SAVITA: 10 + 6 MLT =16
MS.POOJA on CCL
MS.SUNITA=4

MENTOR:
Ms. SANYUKTA 2ND YR
Ms. SAVITA 3RD YR

Geeta
HOD

30/12/25
PRINCIPAL

LESSON PLAN

Name of Faculty : RAJESH MALIK

Semester : 4th
Subject : Object Oriented Programming Using Java
Department : Computer Engg.
Lesson Plan Duration : 15 Weeks
**Work load (Lecture / Practical) per week : Lectures-03, Practicals -06

Week	Theory		Practical	
	Lecture Day	**Topic (including assignment / test)**	**Practical Day**	**Topic**
1	1st Day	Fundamentals of object oriented programming – procedure oriented programming Vs. object oriented programming (OOP)	1st	Installation of Java and Java IDEss
	2nd Day	Object oriented programming concepts – Classes, object, object reference, abstraction, encapsulation, inheritance, polymorphism		Installation of Java and Java IDEss
	3rd Day	Introduction of eclipse (IDE) for developing programs in Java		
2	4th Day	Review of constructs of C used in JAVA : variables, types and type declarations	2nd	Simple programs on Java platforms
	5th Day	data types, increment and decrement operators, relational and logical operators;		Simple programs on Java platforms
	6th Day	if then else clause; conditional expressions		
3	7th Day	input using scanner class and output statement, loops	3rd	Consider we have a Class of Cars under which Santro Xing, Alto and Wagon R represents individual Objects. In this context each Car Object will have its own, Model, Year of Manufacture, Colour, Top Speed, etc. which form Properties of the Car class and the associated actions i.e., object functions like Create(), Sold(), display() form the Methods of Car Class. Use this class to create another class Company that tracks the models it create.
	8th Day	switch case,		Consider we have a Class of Cars under which Santro Xing, Alto and Wagon R represents individual Objects. In this context each Car Object will have its own, Model, Year of Manufacture, Colour, Top Speed, etc. which form Properties of the Car class and the associated actions i.e., object functions like Create(), Sold(), display() form the Methods of Car Class. Use this class to create another class Company that tracks the models it create.
	9th Day	arrays, methods.		
4	10th Day	Revision / Question and Answers	4th	In a software company Software Engineers, Sr. Software Engineers, Module Lead, Technical Lead, Project Lead, Project Manager, Program Manager, Directors all are the employees of the company but their work, perks, roles, responsibilities differs. Create the Employee base class would provide the common behaviors of all types of employee and also some

				behaviors properties that all employee must have for that company. Also include search method to search an employee by name.
	11th Day	Classes and Objects- Creation, accessing class members		In a software company Software Engineers, Sr. Software Engineers, Module Lead, Technical Lead, Project Lead, Project Manager, Program Manager, Directors all are the employees of the company but their work, perks, roles, responsibilities differs. Create the Employee base class would provide the common behaviors of all types of employee and also some behaviors properties that all employee must have for that company. Also include search method to search an employee by name.
	12th Day	Private Vs Public Vs Protected Vs Default		
5	13th Day	Constructors	5th	Suppose the Airport personals want to maintain records for the arrival and departure of the planes. Create a class Airport that has data like name, id, and address. Create two more classes for Arrival and Departure implementing Airport that will have track of planes (their name, id, arrival time or departure time and a counter to count the number of arrivals) also include the necessary methods to access the information. Also try to keep record of passengers by creating a new class Passenger. Also include a method search() in Airport class to search any passenger by name.
	14th Day	Object & Object Reference		Suppose the Airport personals want to maintain records for the arrival and departure of the planes. Create a class Airport that has data like name, id, and address. Create two more classes for Arrival and Departure implementing Airport that will have track of planes (their name, id, arrival time or departure time and a counter to count the number of arrivals) also include the necessary methods to access the information. Also try to keep record of passengers by creating a new class Passenger. Also include a method search() in Airport class to search any passenger by name.
	15th Day	**Revision of Chapter-3 (Assignment-1)**		
6	16th Day	**Seminar-1**	6th	Create a whole menu driven hospital management system using concept of OOP like classes, inheritance. Include information about the following: a. Patient -name, registration id, age, disease, etc. b. Staff – id, name, designation, salary, etc.
	17th Day	Definition of inheritance, protected data, private data, public data,		Create a whole menu driven hospital management system using concept of OOP like classes, inheritance. Include information about the following: a. Patient -name, registration id, age, disease, etc. b. Staff – id, name, designation, salary, etc.
	18th Day	constructor chaining, order of invocation		
7	19th Day	types of inheritance, single inheritance, multilevel inheritance	7th	Create a class called Musicians to contain three methods string ( ), wind ( ) and perc ( ). Each of these methods should initialize a string array to contain the following instruments: - veena, guitar, sitar, sarod and mandolin under string ( ) - flute, clarinet saxophone, nadhaswaram and piccolo under wind ( ) - tabla, mridangam, bangos, drums and tambour under perc ( ) It should also display the contents of the arrays that are initialized. Create a derived class called TypeInsto contain a method called get ( ) and show ( ). The get ( ) method must display a means as follows. Type of instruments to be displayed: a. String instruments b. wind instruments c. Percussion instruments The show ( ) method should display the relevant detail according to our choice. The base class variables must be accessible only to its derived classes.
	20th Day	hierarchical inheritance, hybrid inheritance		Create a class called Musicians to contain three methods string ( ), wind ( ) and perc ( ). Each of these methods should initialize a string array to contain the following instruments:

<table>
<tr><td></td><td>21st Day</td><td>Polymorphism –Introduction</td><td></td><td>- veena, guitar, sitar, sarod and mandolin under string ( )
- flute, clarinet saxophone, nadhaswaram and piccolo under wind ( )
- tabla, mridangam, bangos, drums and tambour under perc ( )
It should also display the contents of the arrays that are initialized. Create a derived class called TypeInsto contain a method called get ( ) and show ( ). The get ( ) method must display a means as follows.
Type of instruments to be displayed:
a. String instruments
b. wind instruments
c. Percussion instruments

The show ( ) method should display the relevant detail according to our choice. The base class variables must be accessible only to its derived classes.</td></tr>
<tr><td rowspan="3">8</td><td>22nd Day</td><td>Method & constructor overloading</td><td rowspan="3">8th</td><td>Write three derived classes inheriting functionality of base class person (should have a member function that ask to enter name and age) and with added unique features of student, and employee, and functionality to assign, change and delete records of student and employee.</td></tr>
<tr><td>23rd Day</td><td>method overriding, up-casting and down-casting.</td><td>Write three derived classes inheriting functionality of base class person (should have a member function that ask to enter name and age) and with added unique features of student, and employee, and functionality to assign, change and delete records of student and employee.</td></tr>
<tr><td>24th Day</td><td>Revision of Inheritance and Polymorphism (Assignment-2)</td><td></td></tr>
<tr><td rowspan="3">9</td><td>25th Day</td><td>Seminar-2</td><td rowspan="3">9th</td><td>Using the concept of multiple inheritance create classes: Shape, Circle, Square, Cube, Sphere, Cylinder. Your classes may only have the class variable specified in the table below and the methods Area and/or Volume to output their area and/or volume.
Class Class Variable Constructor Base Class
Shape String name Shape()
Circle double radius Circle(double r, String n) Shape
Square double side Square(double s, String n) Shape
Cylinder double height Cylinder(double h, double r, String n) Circle
Sphere None Sphere(double r, String n) Circle
Cube None Cube(double s, String n) Square</td></tr>
<tr><td>26th Day</td><td>Key points of Abstract class & interface</td><td>Using the concept of multiple inheritance create classes: Shape, Circle, Square, Cube, Sphere, Cylinder. Your classes may only have the class variable specified in the table below and the methods Area and/or Volume to output their area and/or volume.
Class Class Variable Constructor Base Class
Shape String name Shape()
Circle double radius Circle(double r, String n) Shape
Square double side Square(double s, String n) Shape
Cylinder double height Cylinder(double h, double r, String n) Circle
Sphere None Sphere(double r, String n) Circle
Cube None Cube(double s, String n) Square</td></tr>
<tr><td>27th Day</td><td>difference between an abstract class & interface</td><td></td></tr>
</table>

10	28th Day	implementation of multiple inheritance through interface.	10th	Write a program to create class Person. a. Make two classes, Student and Instructor, inherit from Person. A person has a name and year of birth. b. A student has a major, student id. c. An instructor has salary, subject. Write the class definitions, the constructors, set methods, get methods and for all classes.
	29th Day	**Revision of interface and its implementation**		Write a program to create class Person. a. Make two classes, Student and Instructor, inherit from Person. A person has a name and year of birth. b. A student has a major, student id. c. An instructor has salary, subject. Write the class definitions, the constructors, set methods, get methods and for all classes.
	30th Day	Definition of exception handling,		
11	31st Day	Method to use exception handling	11th	Old MacDonald had a farm and several types of animals. Every animal shared certain characteristics: they had a type (such as cow, chick or pig) and each made a sound (moo, cluck or oink). An Interface defines those things required to be an animal on the farm. Define new classes for the Old MacDonald that implement the Animal and Farm class. Create array of object of animal to define the different types of animal in the farm. Also create appropriate methods to get and set the properties.
	32nd Day	implementation of keywords like try, catch, finally		Old MacDonald had a farm and several types of animals. Every animal shared certain characteristics: they had a type (such as cow, chick or pig) and each made a sound (moo, cluck or oink). An Interface defines those things required to be an animal on the farm. Define new classes for the Old MacDonald that implement the Animal and Farm class. Create array of object of animal to define the different types of animal in the farm. Also create appropriate methods to get and set the properties.
	33rd Day	Use of throw & Throws		
12	34th Day	Creating your own exception classes	12th	Write a program with Student as abstract class and create derive classes Engineering, Medicine and Science from base class Student. Create the objects of the derived classes and process them and access them using array of pointer of type base class Student.
	35th Day	Revision of Exceptions		Write a program with Student as abstract class and create derive classes Engineering, Medicine and Science from base class Student. Create the objects of the derived classes and process them and access them using array of pointer of type base class Student.
	36th Day	Importance of exception handling in practical implementation of live projects.		
13	37th Day	**Revision of Exceptions (Assignment-3)**	13th	Running of other sample Java programs
	38th Day	**Seminar-3 (Final Conclusion)**		Running of other sample Java programs

Lesson Plan

Name of the Faculty : **RAJESH MALIK**
Discipline : **Computer Engg.**
Semester : **6th**
Subject : **Application Development using Web Framework**
Lesson Plan Duration : **15 weeks (Six Practical per Week)**

Week	Practical	
	Lecture day	**Topic**
Week 1	1st	Practice on HTML, CSS, Java Script
	2nd	Practice on Ajax.PHP & MySql
Week 2	3rd	Install WordPress & Create Blogs
	4th	Practice
Week 3	5 th	Manage blogs features e.g. Images, Text Around Images, Comments, Post Formats, Linking, Pages, Categories, Smilies, Feeds, Gravatars, Password Protection
	6th	Manage blogs features e.g. Images, Text Around Images, Comments, Post Formats, Linking, Pages, Categories, Smilies, Feeds, Gravatars, Password Protection
Week 4	7th	Practice / viva
	8th	Practice various designing features: Colour Scheme, Headers, CSS Horizontal Menus, Dynamic Menu, Highlighting, Navigation Links, Print
Week 5	9th	Practice various designing features: Colour Scheme, Headers, CSS Horizontal Menus, Dynamic Menu, Highlighting, Navigation Links, Print
	10th	Read More, Formatting Date and Time, Finding CSS Styles, Creating Individual Pages
Week 6	11th	Uploading Files, Using Word Press Themes, Templates, Template Tags, Template Hierarchy,
	12th	Practice
Week 7	13th	Validating a Website, Know Your Sources, Word Press Site Maintenance
	14th	Validating a Website, Know Your Sources, Word Press Site Maintenance
Week 8	15 th	Integrate PHP & MySql with Word Press
	16th	Practice
Week 9	17th	Install Moodle & various plugins
	18th	Create a Moodle site and Database Schema
Week 10	19th	Create a Moodle site and Database Schema
	20 th	Design Site appearance, Front page, Front page settings
Week 11	21th	My Moodle, User profiles, Navigation, Course list, Themes, Theme settings, Header and footer, Language settings
	22th	Using web services, Publishing a course, Blogs, RSS feeds
Week 12	23th	Practice / viva
	24th	Manage Moodle site, Managing authentication, Manual accounts, No login
Week 13	25th	Email-based self-registration,Account
	26th	Create Roles and permissions, Assign roles,
Week 14	27th	Implement Password salting.
	28th	Perform Site backup, Course backup
Week 15	29th	Course restore, Automated course backup
	30th	Practice / viva

Name of Faculty: Mrs. Komal

Discipline:ECE

Subject: Power Electronics Semester: 5th

Less Plan Duration:15 weeks

** Work Load (Lecture/Practical) per week (In hours): Lectures-03hrs, Practicals-03 hrs per week

Week	Theory		Practical	
	Lecture day	Topic (including assignment/test)	Practical day(2hrs)	Topic
1	1st	Role of power Electronics	1	To plot V-I characteristic of an SCR
	2nd	Construction, Working principle of SCR,	2	To plot V-I characteristic of an SCR
	3rd	two transistor analogy of SCR, V-I characteristics of SCR.		
2	4th	SCR specifications and ratings	3	To plot V-I characteristics of TRIAC
	5th	Di/dt and dv/dt protection of SCR	4	To plot V-I characteristics of TRIAC
	6th	Different methods of SCR triggering		
3	7th	Different commutation circuits for SCR.	5	To plot V-I characteristics of UJT.
	8th	Construction and working principle of DIAC and their V-I characteristics	6	To plot V-I characteristics of UJT.
	9th	Construction and working principle of TrIAC and their V-I characteristics		
4th	10th	Construction, working principle of UJT, V-I characteristics of UJT	7	Practice
	11th	UJT as relaxation oscillator.	8	Practice
	12th	Basic idea about the selection of Heat sink for thyristors.		
5th	13th	Applications such as light intensity control, speed control of universal motors,	9	To plot V-I characteristics of DIAC
	14th	Applications fan regulator, battery charger.	10	To plot V-I characteristics of DIAC
	15th	TEST		
6th	16th	Single phase half wave controlled rectifier with load (R)	11	Study of UJT relaxation oscillator. And observe different wave forms
	17th	Single phase half wave controlled	12	Study of UJT relaxation

		rectifier with load (R-L)		oscillator. And observe different wave forms
	18th	Single phase half controlled full wave rectifier with load (R)		
7th	19th	Single phase half controlled full wave rectifier with load (R-L)	13	Practice
	20th	Fully controlled full wave bridge rectifier.	14	Practice
	21th	Single phase full wave centre tap rectifier.		
8th	22nd	Principle of operation of basic inverter circuits,	15	To Observe wave shape at relevant points in a circuit of single -phase half wave controlled rectifier and effect of change of firing angle.
	23rd	Concept of Duty Cycle	16	To Observe wave shape at relevant points in a circuit of single -phase half wave controlled rectifier and effect of change of firing angle.
	24th	Series Inverters and their applications..		
9th	25th	Parallel Inverters and their applications.	17	To observe wave shapes and measurement of voltage at relevant points in TRIAC based AC phase control circuit .
	26th	Choppers: Introduction,	18	To observe wave shapes and measurement of voltage at relevant points in TRIAC based AC phase control circuit .
	27th	types of choppers		
10th	28th	Class A, Class B, Class C and Class D chopper	19	To observe wave shapesin a circuit for single phase full wave controlled rectifier.
	29th	Step up choppers.	20	To observe wave shapesin a circuit for single phase full wave controlled rectifier.
	30th	step down choppers		
11th	31th	Dual Converters Introduction, basic working principle of dual	21	Practice

		converters		
	32nd	Dual Converters, types of dual converters and their applications. Practice	22	Practice
	33th	cyclo converters: Introduction, basic working principle of cyclo converters.		
12th	34th	Cyclo Converters, types of cyclo converters and their applications	23	To Study Installation of UPS system and routine maintenance of batteries.
	35th	Revision	24	To Study Installation of UPS system and routine maintenance of batteries.
	36th	Test		
13th	37th	Thyristorised Control of Electric drives:Introduction	25	Visit to ant Solar Power Plant.
	38th	Half wave drives	26	Practice
	39th	Full wave drives		
14th	40th	Chopper drives (Speed control of DC motor using choppers).	27	Practice
	41th	AC drive control : Phase control, Constant V/F operation	28	Practice
	42th	Cycloconverter/Inverter drives.		
15th	43rd	UPS: Block Diagram & specifications of on-line, off line and Smart UPS	29	Internal Test
	44th	Concept of high voltage DC transmission, classifications of batteries.	30	Internal Test
	45th	Introduction of solar power Plants ans their components.		

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Mr. SS Malik
Discipline : **Office Management and Computer Application**
Semester : 4th
Subject : Computer Based Accountancy
Lesson Plan Duration : 15 Weeks (From Jan to June 26)
Work Load per week : Practical- 06 (02 Lectuers per day)

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st			1st	Introduction to Computerised Accounting
			2nd	Advantages and Limitations of CA, Diff between Manual and CA
			3rd	Journal Entries- Manual
2nd			4th	Journal Entries- Manual
			5th	Journal Entries- Manual
			6th	Journal Entries- Manual
3rd			7th	Journal Entries- Manual
			8th	Journal Entries- Manual
			9th	Journal Entries- Manual
4th			10th	Journal Entries- Manual
			11th	Journal Entries- Manual
			12th	Journal Entries- Manual
5th			13th	Installation of Tally
			14th	Introduction and Features of Tally
			15th	Creating and Editing of Company
6th			16th	Practice
			17th	Select, Shut down and deleting a company
			18th	Voucher Types- Manual
7th			19th	Voucher Types- Manual
			20th	Voucher Types- Manual
			21st	Ledgers--> Groups
8th			22nd	Ledgers--> Groups
			23rd	Creating and Editing of Ledgers
			24th	Practice
9th			25th	Creating and Editing of Groups
			26th	Practice
			27th	Purchase Voucher in Tally- As voucher Mode
10th			28th	Practice
			29th	Purchase Voucher in Tally- AS Invoice Mode
			30th	Practice
11th			31st	Sales Vouchers
			32nd	Practice
			33rd	Receipt, Payment and Contra Voucher
12th			34th	Practice
			35th	Debit Note, Credit Note and Journal Vouchers
			36th	Practice
13th			37th	Reports Checking- Day Book, Trial Balance, P&L A/c and Balance Sheet
			38th	Practice
			39th	Reports Checking- Cash Book and Various Ledgers
14th			40th	Practice
			41st	Backup and Restore of Tally Data
			42nd	Practice
15th			43rd	Splitting of Tally Data
			44th	Practice
			45th	Practice

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty :		MS. Shilpa
Discipline		**Office Management and Computer Application**
Semester		4th
Subject		SECRETARIAL PRACTICES
Lesson Plan Duration :		15 Weeks
Work Load per week : 04		
Week	Theory	
	Lecture Day	Topic
1st	1st	Definition and role of Secretary
	2nd	Qualifications
	3rd	qualities
	4th	Types of secretaries as Private Secretary, Secretary of association or club
2nd	5th	Secretary of co-operative society, Secretary of Govt department,
	6th	Parliamentary secretary
	7th	Class Test
	8th	Meaning and types of meetings as Statutory meeting
3rd	9th	Annual Gen Meeting, Extra-Ordinary General meeting
	10th	Organising meetings as Notice
	11th	Organising meetings as Notice
	12th	Agenda
4th	13th	Agenda
	14th	Proxy
	15th	Quorum
	16th	Minutes
5th	17th	Secretarial Duties regarding Meetings as before the meeting
	18th	on the day of meeting
	19th	after the meeting duties
	20th	Class Test
6th	21st	Attributes of front office Personnel
	22nd	Business travel as Modes of transport and travel agencies
	23rd	Air
	24th	Train ticket reservations
7th	25th	booking accommodation,
	26th	Online Railway/Airline booking
	27th	Preparing Travel Itinerary
	28th	, Documents required for International Travel
8th	29th	Class test
	30th	Leaves and leave rules as Casual Leave
	31st	Earned Leave, Maternity Leave
	32nd	Paternity Leave, Medical Leave.
9th	33rd	Meaning and types of Fringe Benefits as Subsidised canteen facility
	34th	Meaning and types of Fringe Benefits as Subsidised canteen facility
	35th	Accommodation Facility
	36th	Accommodation Facility
10th	37th	Travel and Transport Facility
	38th	Travel and Transport Facility
	39th	Medical health care benefits with reference to ESIs.
	40th	Class Test
11th	41st	Postal transactions as registered post,
	42nd	Speed post, Courier services
	43rd	Instant money order
	44th	e- Post
12th	45th	Pin and Post Box Number
	46th	Postal Franking Machine
	47th	Postal Financial Services (Saving Schemes)
	48th	e-Banking as Introduction, meaning and features
13th	49th	Credit and Debit Cards,
	50th	ATM: Operation and Advantages
	51st	Class Test
	52nd	Revision

14th	53rd	Core Banking and its advantages
	54th	Net banking
	55th	Mobile banking.
	56th	Revision of 1st unit
15th	57th	Revision of 2nd unit
	58th	Revision of 3rd unit
	59th	Revision of 4th unit
	60th	Revision of 5th unit

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty :		MS. Kavita Devi
Discipline		**Office Management and Computer Application**
Semester		4th
Subject		Human Resource Management
Lesson Plan Duration :		15 Weeks
Work Load per week : 03		
Week	Theory	
	Lecture Day	Topic
1st	1st	Meaning of Human resource management
	2nd	Nature of HRM
	3rd	Sope of HRM
2nd	4th	Objective of HRM
	5th	Importance of HRM
	6th	Function of HRM
3rd	7th	Role of HR Managers
	8th	Qualities and qualification of HR manager
	9th	Concept of human resource planning
4th	10th	Objective of Human resource planning
	11th	Need of Human resource planning
	12th	importance of human resource planning
5th	13th	Process of human resource planning
	14th	Level of human resource planning
	15th	concept of job analysis
6th	16th	objective of job analysis
	17th	significance of job analysis
	18th	job discription
7th	19th	job specification
	20th	concept of job design
	21st	approaches of job design
8th	22nd	methods of job design
	23rd	meaning of recruitment
	24th	process of recruitment
9th	25th	source of recruitment
	26th	technique of recruitment
	27th	meaning of selection
10th	28th	steps in selection process
	29th	concept of training
	30th	need of training
11th	31st	importance of training
	32nd	types of training
	33rd	concept of executive development
12th	34th	objective of executive development
	35th	importance of executive development

	36th	process of executive development
13th	37th	sessional
	38th	sessional
	39th	sessional
14th	40th	revision of 1st unit
	41st	revision of 1st unit
	42nd	revision of 2nd unit
15th	43rd	revision of 3rd unit
	44th	revision of 4th unit
	45th	revision of 5th unit

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty :		MS. Kavita Devi
Discipline		**Office Management and Computer Application**
Semester		4th
Subject		Entrepreneurship Development And Management
Lesson Plan Duration :		15 Weeks
Work Load per week : 03		
Week	Theory	
	Lecture Day	Topic
1st	1st	Entrepreneurship :Concept,definition,classification
	2nd	types, trate,compitencies of entreprenures ,
	3rd	role and difference between manager and entreprenure
2nd	4th	barriers in entreprenuership
	5th	forms of business organisations
	6th	small business Vs startup,critical component for startup
3rd	7th	Leadership :definition ,need ,types,manager Vs leadership
	8th	Definition of MSME,Provisions,importance of study
	9th	major labour issues its related laws
4th	10th	knowledge about various govt. schemes for finance
	11th	knowledge about various govt. schemes for finance
	12th	entreprenurial agencies at national,state, district level
5th	13th	entreprenurial agencies at national,state, district level
	14th	entreprenurial agencies at national,state, district level
	15th	Nature and function of management: definition,nature,
6th	16th	management as a process,science and art,
	17th	management function,administration,managerial skills
	18th	level of management ,leadership
7th	19th	planning and forcasting meaning ,definition,features,process
	20th	approach ,principals,advantages,importance,disadvantages
	21st	types of plan and planning,MBO,Decision making :meaning,features
8th	22nd	organising and organisation structure;organising process
	23rd	meaning, definition,features of process,need and importance
	24th	principal ,span of management
9th	25th	organisational chart:types,contents,uses,limitations,factor affecting
	26th	staffing:meaning ,nature ,importance,staffing process
	27th	manpower planning ,recruitment,selection,orientation and placement

10th	28th	training,remuneration
	29th	controling and coordinating:meaning,feature,importance
	30th	control process,features,type,
11th	31st	coordination: features
	32nd	Market Survey and Opportunity Identification,
	33rd	canning of business environment,
12th	34th	assesment of demand and supply in potential areas of growth
	35th	Project report Preparation
	36th	Detailed project report including technical
13th	37th	economic and market feasibility
	38th	Common errors in project report prepairing
	39th	Exercises on preparation of project report.
14th	40th	sessional
	41st	sessional
	42nd	sessional
15th	43rd	revision
	44th	revision
	45th	revision

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty :		MS. Kavita Devi
Discipline		**Diploma in MLT**
Semester		4th
Subject		Entrepreneurship Development And Management
Lesson Plan Duration :		15 Weeks
Work Load per week : 03		
Week	Theory	
	Lecture Day	Topic
1st	1st	Entrepreneurship :Concept,definition,classification
	2nd	types, trate,compitencies of entreprenures ,
	3rd	role and difference between manager and entreprenure
2nd	4th	barriers in entreprenuership
	5th	forms of business organisations
	6th	small business Vs startup,critical component for startup
3rd	7th	Leadership :definition ,need ,types,manager Vs leadership
	8th	Definition of MSME,Provisions,importance of study
	9th	major labour issues its related laws
4th	10th	knowledge about various govt. schemes for finance
	11th	knowledge about various govt. schemes for finance
	12th	entreprenurial agencies at national,state, district level
5th	13th	entreprenurial agencies at national,state, district level
	14th	entreprenurial agencies at national,state, district level
	15th	Nature and function of management: definition,nature,
6th	16th	management as a process,science and art,
	17th	management function,administration,managerial skills
	18th	level of management ,leadership
7th	19th	planning and forcasting meaning ,definition,features,process
	20th	approach ,principals,advantages,importance,disadvantages
	21st	types of plan and planning,MBO,Decision making :meaning,features
8th	22nd	organising and organisation structure;organising process
	23rd	meaning, definition,features of process,need and importance
	24th	principal ,span of management
9th	25th	organisational chart:types,contents,uses,limitations,factor affecting
	26th	staffing:meaning ,nature ,importance,staffing process
	27th	manpower planning ,recruitment,selection,orientation and placement
10th	28th	training,remuneration

	29th	controling and coordinating:meaning,feature,importance
	30th	control process,features,type,
11th	31st	coordination: features
	32nd	Market Survey and Opportunity Identification,
	33rd	canning of business environment,
12th	34th	assesment of demand and supply in potential areas of growth
	35th	Project report Preparation
	36th	Detailed project report including technical
13th	37th	economic and market feasibility
	38th	Common errors in project report prepairing
	39th	Exercises on preparation of project report.
14th	40th	sessional
	41st	sessional
	42nd	sessional
15th	43rd	revision
	44th	revision
	45th	revision

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

e of the Faculty :		*MS. Neha*		
Discipline	*Management and Computer Application*			
Semester		*4th*		
Subject	*STENOGRAPHY*			
n Plan Duration :		*15 Weeks*		
Work Load per week :		*8*		
Week	*Theory*		*Practical*	
1st	*Lecture Day*	*Topic*	*Practical Day*	*Topic*
	1st	*General Rule of Halving*	*1st*	*Practice of seen passage Exerciseno-187*
			2nd	*Practice of seen Passage*
			3rd	*Dictation and reading*
	2nd	*Halving for either*	*4th*	*Dictation and reading*
			5th	*Practice*
			6th	*Practice*
2nd	*3rd*	*Vocalizing half length*	*7th*	*Practice of Exercise No. 188*
			8th	*Practice of Exercise No. 188*
			9th	*Dictation and reading*
	4th	*Principle not employe*	*10th*	*Practice of Exercise No-189*
			11th	*Practice of Exercise No-189*
			12th	*Dictation and Reading*
3rd	*5th*	*Use of RT and LT,*	*13th*	*Practice*
			14th	*Practice of Exercise No- 190*
			15th	*Practice of Exercise No- 190*
	6th	*General Rule of Doubling*	*16th*	*Dictation and Reading*
			17th	*Practice of Exercise No-191, 192*
			18th	*Practice of Exercise No-191, 192*
4th	*7th*	*Doubling of stringht*	*19th*	*Dictation and Reading*
			20th	*Dictation and Reading*
			21st	*Practice*
	8th	*Alternative for MPR,*	*22nd*	*Practice of Exercise No. 193*
			23rd	*Practice of Exercise No. 193*
			24th	*Dictation and Reading*
5th	*9th*	*Sessional*	*25th*	*Sessional*
			26th	*Sessional*
			27th	*Sessional*
	10th	*Sessional*	*28th*	*Practice of Ex. No- 194*
			29th	*Practice of Ex. No- 194*
			30th	*Dictation and Reading*
6th	*11th*	*Stroke L, Circle S and*	*31st*	*Practice of Ex. No- 195*
			32nd	*Practice of Ex. No- 195*
			33rd	*Dictation and Reading*
	12th	*Use of Doubling*	*34th*	*Practice of Ex. No- 196*
			35th	*Practice of Ex. No- 196*

		Principle	36th	Dictation and Reading
7th	13th	Position of Double-	37th	Practice of Ex. No- 197
			38th	Practice of Ex. No- 197
			39th	Dictation and Reading
	14th	Diphonic or Two vowel	40th	Practice of Exercise No-198, 199
			41st	Practice of Exercise No-198, 199
			42nd	Dictation and Reading
8th	15th	Meaning and Use of	43rd	Practice of Ex. No- 200
			44th	Practice of Ex. No- 200
			45th	Dictation and Reading
	16th	Value of vowel places of	46th	Practice of Ex. No- 201
			47th	Practice of Ex. No- 201
			48th	Dictation and Reading
9th	17th	Sessional	49th	Sessional
			50th	Sessional
			51st	Sessional
	18th	Sessional	52nd	Practice of Ex. No- 202
			53rd	Practice of Ex. No- 202
			54th	Dictation and Reading
10th	19th	Medial semi circle	55th	Practice of Exercise No-203, 204
			56th	Practice of Exercise No-203, 204
			57th	Dictation and Reading
	20th	Introducti on to Medial	58th	Practice of Exercise No-205
			59th	Practice of Exercise No-205
			60th	Dictation and Reading
11th	21st	Use of Left and Right	61st	Practice of Exercise No-206, 207
			62nd	Practice of Exercise No-206, 207
			63rd	Dictation and Reading
	22nd	Prefixes- initial com of	64th	Practice of Ex. No- 208
			65th	Practice of Ex. No- 208
			66th	Dictation and Reading
12th	23rd	Medial com , Accom ,	67th	Practice
			68th	Practice of Ex. No- 209
			69th	Practice of Ex. No- 209
	24th	Trans self and Self-con	70th	Dictation and Reading
			71st	Practice of Ex. No- 210
			72nd	Practice of Ex. No- 210
13th	25th	Use of Ngative Words	73rd	Dictation and Reading
			74th	Practice of Exercise No-211, 212
			75th	Practice of Exercise No-211, 212
	26th	Use of Ing, Suffixes	76th	Dictation and Reading
			77th	Practice of Exercise No-213, 214
			78th	Practice of Exercise No-213, 214
14th	27th	Sessional	79th	Sessional
			80th	Sessional
			81st	Sessional
	28th	Sessional	82nd	Dictation and Reading

			83rd	Practice of Ex. No- 215
			84th	Dictation and Reading
15th	29th	Revision of Ist & 2nd Unit	85th	Practice of unseen Passage
			86th	Practice of unseen Passage
			87th	Dictation and Reading
	30th	Revision of 3rd & 4th and	88th	Practice of unseen Passage
			89th	Practice of unseen Passage
			90th	Dictation and Reading

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Ms. Shilpa
Discipline : **Office Management and Computer Application**
Semester : 2nd
Subject : Office Methods & Practices
Lesson Plan Duration : 15 Weeks
Work Load per week : Th (04) Pr (02)

Week	Theory		Practical	
	Lecture	Topic	Practical Day	Topic
1st	1st	Introduction about subject	1st	Filing Practice
	2nd	Meaning and essentials of	2nd	Filing Practice
	3rd	Importance of filing		
	4th	classification of filing		
2nd	5th	classification of filing	3rd	Sorting of mail, record of inward
	6th	traditional methods	4th	distribution of mails
	7th	Modern Methods		
	8th	Modern Methods		
3rd	9th	Equipments of filing	5th	Preparation of envelopes
	10th	Office records- meaning	6th	use of stamps
	11th	needs of effective record		
	12th	Importance of proper office		
4th	13th	Types of records	7th	demonstration of folding
	14th	Computer based indexing	8th	Demonstration of franking
	15th	Revision & problem		
	16th	Revision & problem		
5th	17th	Sessional	9th	Recording in dispatch books
	18th	Sessional	10th	Recording in Peon book
	19th	Sessional		
	20th	Office forms- meaning and		
6th	21st	Significance of office forms	11th	preparaton of parcel
	22nd	Types of office forms	12th	Indexing in files
	23rd	Form designing		
	24th	Form designing		
7th	25th	Revision & problem	13th	Indexing in files
	26th	meaning of correspondence	14th	Arranging files alphabetically
	27th	incoming mail procedure		
	28th	incoming mail procedure		
8th	29th	outgoing mail procedure	15th	arranging files subject wise
	30th	outgoing mail procedure	16th	picking and placing files from/in
	31st	ordinary post,registered,		
	32nd	Revision & problem		
9th	33rd	Sessional	17th	
	34th	Sessional	18th	preparation of handbook of all
	35th	Sessional		
	36th	courier,email,speed post		

10th	37th	registered parcel, air mail	19th	Strip index and Card index
	38th	Meaning of Indexing	20th	Assembling papers, punching
	39th	Importance of indexing		
	40th	types of indexing		
11th	41st	methods of indexing	21st	Appointment diary
	42nd	strip index,wheel index	22nd	Practice
	43rd	book index,		
	44th	Revision & problem		
12th	45th	traditional methods of filing	23rd	Practical work in office
	46th	pillar &post file,box file	24th	Practical work in office
	47th	clip file, pigeon hole		
	48th	docket method		
13th	49th	Modern Methods	25th	Retrieving of records
	50th	Modern Methods	26th	Computerised Addressing on
	51st	Revision & problem		
	52nd	Revision & problem		
14th	53rd	Sessional	27th	uses of stapler, u-clips and
	54th	Sessional	28th	Demonstration of different
	55th	Sessional		
	56th	revision of 1st unit		
15th	57th	revision of 2nd unit	29th	Practice
	58th	revision of 3rd unit	30th	Practice
	59th	revision of 4th unit		
	60th	revision of 5th unit		

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty :		MS. Shilpa
Discipline		**Office Management and Computer Application**
Semester		2nd
Subject		office correspondence
Lesson Plan Duration :		15 Weeks
Work Load per week : 05		
Week	Theory	
	Lecture Day	Topic
1st	1st	Introduction about subject
	2nd	office correspondence-meaning, importance
	3rd	process of correspondence
	4th	uses of correspondence
	5th	means of communication
2nd	6th	uses & merits
	7th	demerits of communication
	8th	communication through internet
	9th	revision
	10th	office records
3rd	11th	office filing
	12th	indexing
	13th	indexing
	14th	retention & weeding out of papers
	15th	retention & weeding out of papers
4th	16th	planning & scheduling office work office routine
	17th	flow of work,office manual
	18th	office stationary
	19th	office forms
	20th	Revision
5th	21st	sessional
	22nd	sessional
	23rd	sessional
	24th	essential parts of business letter
	25th	formats of business letter
6th	26th	formats of business letter
	27th	enquiry letter
	28th	enquiry letter
	29th	adjustment letter
	30th	quotation , order
7th	31st	quotation , order
	32nd	formats of complaint letter
	33rd	class test
	34th	banking correspondence
	35th	account opening letter
8th	36th	documents required
	37th	credit letters
	38th	credit letters
	39th	class test

	40th	revision
9th	41st	sessional
	42nd	sessional
	43rd	sessional
	44th	sessional discussion
	45th	guarantee documents
10th	46th	standing instructions for payment
	47th	bank over draft
	48th	bank over draft
	49th	class test
	50th	general govt letters
11th	51st	demi official letters
	52nd	office memorandum
	53rd	office memorandum
	54th	circulars
	55th	circulars
12th	56th	notifications
	57th	notifications
	58th	office order
	59th	class test
	60th	press release
13th	61st	press release
	62nd	class test
	63rd	revision
	64th	revision
	65th	class test
14th	66th	sessional
	67th	sessional
	68th	sessional
	69th	sessional discussion
	70th	revision
15th	71st	revision of 1st unit
	72nd	revision of 2nd unit
	73rd	revision of 3rd unit
	74th	revision of 4th unit
	75th	revision of 5th unit

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Mr. Sher Singh Malik
Discipline **OMCA**
Semester 2nd
Subject Computers for Office Management
Lesson Plan Duration : 15 Weeks (From Jan to June 2026)
Work Load per week : Practical- 06

Week	Practical	
	Practical Day	Topic
1st	1st	Name and Funtions of Various Componets of Comuter System
	2nd	Name and Funtions of Various Componets of Comuter System
	3rd	Block Diagram of a Computer, CPU Units
	4th	Input Devices
2nd	5th	Input Devices
	6th	Output Devices
	7th	Output Devices
	8th	Primary Memory
3rd	9th	Primary Memory
	10th	Secondary Memory
	11th	Secondary Memory
	12th	Meaning and Types of Softwares
4th	13th	Installation of Printers and other devices
	14th	Practice
	15th	Installation of Softwares and Antivirus
	16th	Practice
5th	17th	Windows- Start, Shut down and restore
	18th	Creating and operating of icons
	19th	Practice
	20th	Working with windows interfacing elements like option buttons, check box, scroll etc
6th	21st	Creating, saving, modifying, renaming, finding and deleting a file and folder
	22nd	Practice
	23rd	Changing setting like date, time, back ground and fore ground color etc.
	24th	Practice
7th	25th	using short cuts and online help
	26th	Practice
	27th	MS Office- Creating, Saving and opening a file, protecting a file
	28th	Practice
8th	29th	Page set up: Setting margins, tab setting, ruler, indenting, Cut, Copy and
	30th	Practice
	31st	Font Style, font size, changing color, bold, italic, underline, highlighing text, change case, subscript, superscript
	32nd	Practice
9th	33rd	various underline methods, Alignments, bullets and numbering
	34th	Practice
	35th	Formattting paragraph, inerting page break and column break, line spacing

	36th	Practice
10th	37th	header and footer,Date and Time
	38th	Practice
	39th	Inserting Tables
	40th	Practice
11th	41st	Print, Print preview, zoom, find and replace opting
	42nd	Practice
	43rd	Spelling checking, Mail Merge, Prining Envelopes and Labels
	44th	Practice
12th	45th	Shapes and drawing toolbar, working with more than one window
	46th	Practice
	47th	Excel- Enter and eding the data, Formulas
	48th	Practice
13th	49th	Charts
	50th	Practice
	51st	Inserting and deleting rows and columns, find and replace text, conditional
	52nd	Practice
14th	53rd	Practice
	54th	Powerpoint- Creating, Saving and opening a presentation
	55th	Practice
	56th	Adding anddeleting various slides, Changing slide layouts
15th	57th	Practice
	58th	Various views, slide transition, animation, slide show
	59th	Practice
	60th	Practice

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty :		**MS. Neha**		
Discipline		**Office Management and Computer Application**		
Semester		**2nd**		
Subject	**STENOGRAPHY**			
n Plan Duration :		**15 Weeks**		
Work Load per week :		**8**		
Week	**Theory**		**Practical**	
	Lecture Day	***Topic***	***Practical Day***	***Topic***
1st	***1st***	***Definatio n and Importan***	***1st***	***Practising sitting position,***
			2nd	***Practice sitting Position***
			3rd	***Practice of Notebok and holding of Pen / Pencil***
	2nd	***correct sitting Position,***	***4th***	***Practice of NoteBook and holding of Pen/ Pencil***
			5th	***Practice***
			6th	***Practice***
2nd	***3rd***	***Meaning of Consonan***	***7th***	***Practice of Consonants***
			8th	***Practice of Consonants***
			9th	***Practice***
	4th	***Types of consonan ts (***	***10th***	***Practice***
			11th	***Ist Exercise Practice.***
			12th	***Ist Exercise Practice.***
3rd	***5th***	***Size of stroke***	***13th***	***2nd Exercise Practice***
			14th	***2nd Exercise Practice***
			15th	***Practice Joining of strokes***
	6th	***Thickness and Thinnes***	***16th***	***Practice Joining of strokes***
			17th	***3rd Exercise practice***
			18th	***3rd Exercise practice***
4th	***7th***	***Vowels: Place (First,***	***19th***	***4th Exercis practice***
			20th	***Practice***
			21st	***Ist place vowel Practice***
	8th	***Vowel: Thirdplac e***	***22nd***	***Ist & 2nd place vowel Practice***
			23rd	***Practice 3rd place vowel Place***
			24th	***Practice 3rd place vowel Place***
5th	***9th***	***Sessional***	***25th***	***sessional***
			26th	***sessional***
			27th	***sessional***
	10th	***Sessional***	***28th***	***Practice of using vowels***
			29th	***Practice of using vowels***
			30th	***Practice***
6th	***11th***	***Interving vowels***	***31st***	***5th Exercise Practice***
			32nd	***5th Exercise Practice***
			33rd	***Practice***
	12th	***Places of Interving***	***34th***	***Practice of 6th Exercise***
			35th	***Practice of 6th Exercise***

		vowels	36th	Practice
7th	13th	Grammalouges	37th	Practice of using grammalouges.
			38th	Practice of using grammalouges.
			39th	Practice
	14th	Punctation signs	40th	Practice of Punctation signs
			41st	Practice of Punctation signs
			42nd	Practice
8th	15th	Dipthongs, Phrase	43rd	Practice of using Dipthongs and Phrase sighs
			44th	Practice of using Dipthongs and Phrase sighs
			45th	Practice
	16th	Triphones	46th	Practice of Triphones
			47th	Practice of Triphones
			48th	Practice
9th	17th	Sessional	49th	Sessional
			50th	Sessional
			51st	Sessional
	18th	Sessional	52nd	Practice of Punctuation Phrase Exercise
			53rd	Practice of Punctuation Phrase Exercise
			54th	Practice of Dipthongs and Triphone Exercise
10th	19th	Short forms, Phraseog	55th	Practice of shorthand short forms
			56th	Practice of shorthand short forms
			57th	Practice
	20th	Qualities of a good	58th	Practice of Phraseography exercise
			59th	Practice of Phraseography exercise
			60th	Practice
11th	21st	The Alternative	61st	Practice of Exercise
			62nd	Practice of Exercise
			63rd	Practice of Exercise
	22nd	Abbreviated W	64th	Practice of Abbreviated W
			65th	Practice of Abbreviated W
			66th	Practice
12th	23rd	Stroke-S	67th	Practice of Exercise stroke -S
			68th	Practice of Exercise stroke -S
			69th	Practice
	24th	Stroke-2	70th	Practice of exercise stroke -Z
			71st	Practice of exercise stroke -Z
			72nd	Practice
13th	25th	circle -S and Z SES and	73rd	Practice of using small circle
			74th	Practice of using small circle
			75th	Practice
	26th	Loops-ST & STR	76th	Practice of using Loops - ST & STR
			77th	Practice of using Loops - ST & STR
			78th	Practice
14th	27th	Sessional	79th	Sessional
			80th	Sessional
			81st	Sessional
			82nd	Dictation and Reading

	28th	*Sessional*	*83rd*	*Dictation and Reading*
			84th	*Practice*
15th	*29th*	*Revision of 1- I1, Ill Unit*	*85th*	*Reading and Copying work*
			86th	*Reading and Copying work*
			87th	*Dictation and Reading*
	30th	*Revision of IV & V Unit*	*88th*	*Dictation and Reading*
			89th	*Practice*
			90th	*Dictation and Reading*

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Ms. Shilpa
Discipline : **Office Management and Computer Application**
Semester : 2nd
Subject : Office Methods & Practices
Lesson Plan Duration : 15 Weeks
Work Load per week : Th (04) Pr (02)

Week	Theory		Practical	
	Lecture	Topic	Practical Day	Topic
1st	1st	Introduction about subject	1st	Filing Practice
	2nd	Meaning and essentials of	2nd	Filing Practice
	3rd	Importance of filing		
	4th	classification of filing		
2nd	5th	classification of filing	3rd	Sorting of mail, record of inward
	6th	traditional methods	4th	distribution of mails
	7th	Modern Methods		
	8th	Modern Methods		
3rd	9th	Equipments of filing	5th	Preparation of envelopes
	10th	Office records- meaning	6th	use of stamps
	11th	needs of effective record		
	12th	Importance of proper office		
4th	13th	Types of records	7th	demonstration of folding
	14th	Computer based indexing	8th	Demonstration of franking
	15th	Revision & problem		
	16th	Revision & problem		
5th	17th	Sessional	9th	Recording in dispatch books
	18th	Sessional	10th	Recording in Peon book
	19th	Sessional		
	20th	Office forms- meaning and		
6th	21st	Significance of office forms	11th	preparaton of parcel
	22nd	Types of office forms	12th	Indexing in files
	23rd	Form designing		
	24th	Form designing		
7th	25th	Revision & problem	13th	Indexing in files
	26th	meaning of correspondence	14th	Arranging files alphabetically
	27th	incoming mail procedure		
	28th	incoming mail procedure		
8th	29th	outgoing mail procedure	15th	arranging files subject wise
	30th	outgoing mail procedure	16th	picking and placing files from/in
	31st	ordinary post,registered,		
	32nd	Revision & problem		
9th	33rd	Sessional	17th	
	34th	Sessional	18th	preparation of handbook of all
	35th	Sessional		
	36th	courier,email,speed post		

10th	37th	registered parcel, air mail	19th	Strip index and Card index
	38th	Meaning of Indexing	20th	Assembling papers, punching
	39th	Importance of indexing		
	40th	types of indexing		
11th	41st	methods of indexing	21st	Appointment diary
	42nd	strip index,wheel index	22nd	Practice
	43rd	book index,		
	44th	Revision & problem		
12th	45th	traditional methods of filing	23rd	Practical work in office
	46th	pillar &post file,box file	24th	Practical work in office
	47th	clip file, pigeon hole		
	48th	docket method		
13th	49th	Modern Methods	25th	Retrieving of records
	50th	Modern Methods	26th	Computerised Addressing on
	51st	Revision & problem		
	52nd	Revision & problem		
14th	53rd	Sessional	27th	uses of stapler, u-clips and
	54th	Sessional	28th	Demonstration of different
	55th	Sessional		
	56th	revision of 1st unit		
15th	57th	revision of 2nd unit	29th	Practice
	58th	revision of 3rd unit	30th	Practice
	59th	revision of 4th unit		
	60th	revision of 5th unit		

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty :		MS. Shilpa
Discipline		**Office Management and Computer Application**
Semester		2nd
Subject		office correspondence
Lesson Plan Duration :		15 Weeks
Work Load per week : 05		
Week	Theory	
	Lecture Day	Topic
1st	1st	Introduction about subject
	2nd	office correspondence-meaning, importance
	3rd	process of correspondence
	4th	uses of correspondence
	5th	means of communication
2nd	6th	uses & merits
	7th	demerits of communication
	8th	communication through internet
	9th	revision
	10th	office records
3rd	11th	office filing
	12th	indexing
	13th	indexing
	14th	retention & weeding out of papers
	15th	retention & weeding out of papers
4th	16th	planning & scheduling office work office routine
	17th	flow of work,office manual
	18th	office stationary
	19th	office forms
	20th	Revision
5th	21st	sessional
	22nd	sessional
	23rd	sessional
	24th	essential parts of business letter
	25th	formats of business letter
6th	26th	formats of business letter
	27th	enquiry letter
	28th	enquiry letter
	29th	adjustment letter
	30th	quotation , order
7th	31st	quotation , order
	32nd	formats of complaint letter
	33rd	class test
	34th	banking correspondence
	35th	account opening letter
8th	36th	documents required
	37th	credit letters
	38th	credit letters
	39th	class test

	40th	revision
9th	41st	sessional
	42nd	sessional
	43rd	sessional
	44th	sessional discussion
	45th	guarantee documents
10th	46th	standing instructions for payment
	47th	bank over draft
	48th	bank over draft
	49th	class test
	50th	general govt letters
11th	51st	demi official letters
	52nd	office memorandum
	53rd	office memorandum
	54th	circulars
	55th	circulars
12th	56th	notifications
	57th	notifications
	58th	office order
	59th	class test
	60th	press release
13th	61st	press release
	62nd	class test
	63rd	revision
	64th	revision
	65th	class test
14th	66th	sessional
	67th	sessional
	68th	sessional
	69th	sessional discussion
	70th	revision
15th	71st	revision of 1st unit
	72nd	revision of 2nd unit
	73rd	revision of 3rd unit
	74th	revision of 4th unit
	75th	revision of 5th unit

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Mr. Sher Singh Malik
Discipline **OMCA**
Semester 2nd
Subject Computers for Office Management
Lesson Plan Duration : 15 Weeks (From Jan to June 2026)
Work Load per week : Practical- 06

Week	Practical	
	Practical Day	Topic
1st	1st	Name and Funtions of Various Componets of Comuter System
	2nd	Name and Funtions of Various Componets of Comuter System
	3rd	Block Diagram of a Computer, CPU Units
	4th	Input Devices
2nd	5th	Input Devices
	6th	Output Devices
	7th	Output Devices
	8th	Primary Memory
3rd	9th	Primary Memory
	10th	Secondary Memory
	11th	Secondary Memory
	12th	Meaning and Types of Softwares
4th	13th	Installation of Printers and other devices
	14th	Practice
	15th	Installation of Softwares and Antivirus
	16th	Practice
5th	17th	Windows- Start, Shut down and restore
	18th	Creating and operating of icons
	19th	Practice
	20th	Working with windows interfacing elements like option buttons, check box, scroll etc
6th	21st	Creating, saving, modifying, renaming, finding and deleting a file and folder
	22nd	Practice
	23rd	Changing setting like date, time, back ground and fore ground color etc.
	24th	Practice
7th	25th	using short cuts and online help
	26th	Practice
	27th	MS Office- Creating, Saving and opening a file, protecting a file
	28th	Practice
8th	29th	Page set up: Setting margins, tab setting, ruler, indenting, Cut, Copy and
	30th	Practice
	31st	Font Style, font size, changing color, bold, italic, underline, highlighing text, change case, subscript, superscript
	32nd	Practice
9th	33rd	various underline methods, Alignments, bullets and numbering
	34th	Practice
	35th	Formattting paragraph, inerting page break and column break, line spacing

	36th	Practice
10th	37th	header and footer,Date and Time
	38th	Practice
	39th	Inserting Tables
	40th	Practice
11th	41st	Print, Print preview, zoom, find and replace opting
	42nd	Practice
	43rd	Spelling checking, Mail Merge, Prining Envelopes and Labels
	44th	Practice
12th	45th	Shapes and drawing toolbar, working with more than one window
	46th	Practice
	47th	Excel- Enter and eding the data, Formulas
	48th	Practice
13th	49th	Charts
	50th	Practice
	51st	Inserting and deleting rows and columns, find and replace text, conditional
	52nd	Practice
14th	53rd	Practice
	54th	Powerpoint- Creating, Saving and opening a presentation
	55th	Practice
	56th	Adding anddeleting various slides, Changing slide layouts
15th	57th	Practice
	58th	Various views, slide transition, animation, slide show
	59th	Practice
	60th	Practice

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty :		**MS. Neha**		
Discipline		**Office Management and Computer Application**		
Semester		**2nd**		
Subject	**STENOGRAPHY**			
n Plan Duration :		**15 Weeks**		
Work Load per week :		**8**		
Week	**Theory**		**Practical**	
	Lecture Day	***Topic***	***Practical Day***	***Topic***
1st	***1st***	***Definatio n and Importan***	***1st***	***Practising sitting position,***
			2nd	***Practice sitting Position***
			3rd	***Practice of Notebok and holding of Pen / Pencil***
	2nd	***correct sitting Position,***	***4th***	***Practice of NoteBook and holding of Pen/ Pencil***
			5th	***Practice***
			6th	***Practice***
2nd	***3rd***	***Meaning of Consonan***	***7th***	***Practice of Consonants***
			8th	***Practice of Consonants***
			9th	***Practice***
	4th	***Types of consonan ts (***	***10th***	***Practice***
			11th	***Ist Exercise Practice.***
			12th	***Ist Exercise Practice.***
3rd	***5th***	***Size of stroke***	***13th***	***2nd Exercise Practice***
			14th	***2nd Exercise Practice***
			15th	***Practice Joining of strokes***
	6th	***Thickness and Thinnes***	***16th***	***Practice Joining of strokes***
			17th	***3rd Exercise practice***
			18th	***3rd Exercise practice***
4th	***7th***	***Vowels: Place (First,***	***19th***	***4th Exercis practice***
			20th	***Practice***
			21st	***Ist place vowel Practice***
	8th	***Vowel: Thirdplac e***	***22nd***	***Ist & 2nd place vowel Practice***
			23rd	***Practice 3rd place vowel Place***
			24th	***Practice 3rd place vowel Place***
5th	***9th***	***Sessional***	***25th***	***sessional***
			26th	***sessional***
			27th	***sessional***
	10th	***Sessional***	***28th***	***Practice of using vowels***
			29th	***Practice of using vowels***
			30th	***Practice***
6th	***11th***	***Interving vowels***	***31st***	***5th Exercise Practice***
			32nd	***5th Exercise Practice***
			33rd	***Practice***
	12th	***Places of Interving***	***34th***	***Practice of 6th Exercise***
			35th	***Practice of 6th Exercise***

		vowels	36th	Practice
7th	13th	Grammalouges	37th	Practice of using grammalouges.
			38th	Practice of using grammalouges.
			39th	Practice
	14th	Punctation signs	40th	Practice of Punctation signs
			41st	Practice of Punctation signs
			42nd	Practice
8th	15th	Dipthongs, Phrase	43rd	Practice of using Dipthongs and Phrase sighs
			44th	Practice of using Dipthongs and Phrase sighs
			45th	Practice
	16th	Triphones	46th	Practice of Triphones
			47th	Practice of Triphones
			48th	Practice
9th	17th	Sessional	49th	Sessional
			50th	Sessional
			51st	Sessional
	18th	Sessional	52nd	Practice of Punctuation Phrase Exercise
			53rd	Practice of Punctuation Phrase Exercise
			54th	Practice of Dipthongs and Triphone Exercise
10th	19th	Short forms, Phraseog	55th	Practice of shorthand short forms
			56th	Practice of shorthand short forms
			57th	Practice
	20th	Qualities of a good	58th	Practice of Phraseography exercise
			59th	Practice of Phraseography exercise
			60th	Practice
11th	21st	The Alternative	61st	Practice of Exercise
			62nd	Practice of Exercise
			63rd	Practice of Exercise
	22nd	Abbreviated W	64th	Practice of Abbreviated W
			65th	Practice of Abbreviated W
			66th	Practice
12th	23rd	Stroke-S	67th	Practice of Exercise stroke -S
			68th	Practice of Exercise stroke -S
			69th	Practice
	24th	Stroke-2	70th	Practice of exercise stroke -Z
			71st	Practice of exercise stroke -Z
			72nd	Practice
13th	25th	circle -S and Z SES and	73rd	Practice of using small circle
			74th	Practice of using small circle
			75th	Practice
	26th	Loops-ST & STR	76th	Practice of using Loops - ST & STR
			77th	Practice of using Loops - ST & STR
			78th	Practice
14th	27th	Sessional	79th	Sessional
			80th	Sessional
			81st	Sessional
			82nd	Dictation and Reading

	28th	*Sessional*	*83rd*	*Dictation and Reading*
			84th	*Practice*
15th	*29th*	*Revision of 1- I1, Ill Unit*	*85th*	*Reading and Copying work*
			86th	*Reading and Copying work*
			87th	*Dictation and Reading*
	30th	*Revision of IV & V Unit*	*88th*	*Dictation and Reading*
			89th	*Practice*
			90th	*Dictation and Reading*

NAME OF THE FACULTY : Satpal Singh

DISCIPLINE : ECE

SEMESTER : 4 th

SUBJECT : MICROPROCESSOR AND MICRO-CONTROLLERS

LESSON PLAN DURATION : - 15 weeks .

WEEK S.N.	THEORY		PRACTIAL		
	Lecture / Hrs	TOPIC (Including Assignment/Test)	Practial / Hrs		Experiment
1st	1	**UNIT I:** Introduction to Microprocessors and Microcontrollers Basic Introduction	Group-1	1	Introduction about the course laboratory and its syllabus.
	2	comparison of Microcomputer, Microprocessor, and Microcontroller, Selection of Microcontroller		2	
			Group-2	1	Introduction about the course laboratory and its syllabus.
	3	Introduction to 8051-History, Architecture		2	
2nd	1	Architecture & Pin Diagram	Group-1	1	1. Understand 8051 development board
	2	Crystal Circuit, Reseat Circuit		2	
	3	**UNIT II**: Programming Languages and Instruction Set Different Types of Programming languages for 8051	Group-2	1	1. Understand 8051 development board
				2	
3rd	1	Advantages of Programming in C	Group-1	1	2.Generating Hex File using Keil Compiler
	2	Addressing Modes		2	
	3	Instruction Set of 8051	Group-2	1	2.Generating Hex File using Keil Compiler
				2	
4th	1	Instruction Set of 8051	Group-1	1	3. Programming and interfacing of RELAY and Buzzer
				2	
	2	Types of Instructions			
			G	1	3. Programming and interfacing of

	3	Data types and time delay in 8051	roup-2	2	RELAY and Buzzer
5th	1	I/O programming in 8051 C	Group-1	1	4. Programming to interface switches and LEDs
	2	Hex file generation using Keil Compiler		2	
	3	**Assignment-1/Quiz**	Group-2	1	4. Programming to interface switches and LEDs
				2	

WEEK S.N.	THEORY		PRACTICAL		
	Lecture / Hrs	TOPIC (Including Assignment/Test)	Practical / Hrs		Experiment
6th		**Sessional Test-1**	Group-1	1	Practice and Revision
	1	**UNIT III**: 8051 Timers Timers and Registers of 8051		2	
	2	Timer / Counter logic and modes	Group-2	1	Practice and Revision
	3	Programming of 8051 timers		2	
7th	1	Programming of 8051 timers cont.	Group-1	1	5. Programming and interfacing of LCD
	2	Programming Timer 1 using C		2	
	3	Programming Timer 1 using C cont.	Group-2	1	5. Programming and interfacing of LCD
				2	
8th	1	**UNIT IV**: Serial Port Communication Serial Port of 8051	Group-1	1	Practice and Revision
	2	Basics of serial communication		2	
	3	Serial Communication-SCON	Group-2	1	Practice and Revision
				2	
9th	1	Serial Communication-SBUF	Group-1	1	6. Programming for A/D converter, result on LCD.
	2	Modes of serial communication		2	
	3	8051 connection to RS232	Group-2	1	6. Programming for A/D converter, result on LCD.
				2	
10th	1	Interrupts	Group-1	1	7. Programming for D/A converter, result on LCD
	2	Interrupts cont.		2	
	3	**Assignment-2/Quiz**	Group-2	1	7. Programming for D/A converter, result on LCD
				2	
11th	1	**Sessional Test-2**	Group-1	1	Practice and Revision
	2	**UNIT V**:Real World Interfacing with 8051 I/O Interfacing		2	
	3	LED Interfacing	Group-2	1	Practice and Revision
				2	

WEEK S.N.	THEORY		PRACTICAL		
	Lecture / Hrs	TOPIC (Including Assignment/Test)	Practical / Hrs		Experiment
12th	1	LCD Interfacing	Group-1	1	8. Interfacing Stepper Motor with 8051.
	2	Keyboard Interfacing		2	
				1	8. Interfacing Stepper Motor with 8051.
	3	Interfacing ADC		2	
13th	1	Interfacing DAC	Group-1	1	9. Interfacing different sensors with 8051.
	2	Sensor Interfacing		2	
			Group-2	1	9. Interfacing different sensors with 8051.
	3	Signal Conditioning		2	
14th	1	Revision	Group-1	1	Practice and Revision
	2	Revision		2	
			Group-2	1	Practice and Revision
	3	Revision		2	
15th	1	Revision	Group-1	1	Revision and Viva
	2	**Assignment- 3/Quiz**		2	
			Group-2	1	Revision and Viva
	3	**Sessional Test- 3**		2	

BPS Mahila Polytechnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Ms.Rajni

Discipline : ECE ,OMCA & LIS

Semester : 4th semester

Subject : English h &Communication skill -II

Lesson Plan Duration : 15 Weeks (Even Semester)

Work Load per week : Th (02) Pr (02)

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st	1st	All The World is a stage-W.Shakespeare	1st	Reading Practice of the above lessons
	2nd	Life Sketch of Dr.Abdul Kalam	2nd	Comprehension exercises of unseen passage along with the given lesson
2nd	3rd	The Portrait of a Lady-Khushwant singh	3rd	Vocabulary enrichment and grammar exercises
	4th	The Doctor's words by R.K.Narayan	4th	Situational Conversation,requesting and responding to requests,expressing sympathy and condolence
3rd	5th	Correspondence:Enquiry Letters,placing orders,Complaints letters	5th	Warning:Asking and giving information
	6th	Report Writing	6th	Getting and giving permission
4th	7th	Memos	7th	Asking and giving opinions
	8th	Circulars	8th	A small formal and informal speech
5th	9th	Prepositions	9th	debate
	10th	1st Internal Exam	10th	1st Internal Exam
6th	11th	Speech by Dr.kiran Bedi at IIM Indore 2007 Leadership Concepts	11th	Seminar
	12th	Modren Means of Communication:(Video Conferencing,E-mail,Teleconferencing	12th	Interview Skills:Body language during the Interview
7th	13th	7Cs of communication	13th	Unseen Passage and vocabulary enhancement

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
	14th	Non-Verbal Communication:Significance,Types,and Techniques for effective communication	14th	Written and Oral drills
8th	15th	Barriers and Effectiveness in Listening Skills	15th	Participation in GDs with role playing
	16th	Barriers and Effectiveness in speaking Skills	16th	Presentation using audio visual aids and PPT
9th	17th	Press Release	17th	Interview Skills:Body language during the Inte
	18th	Inspection Notes and Tips for notes taking	18th	Interview Skills:Body language during the Interview
10th	19th	Corrigendum writing	19th	Participation in GDs with role playing
	2oth	Conjunction	20th	Participation in GDs with role playing
11th	21th	Punctuation	21st	Vocabulary enrichment and grammar exercises
	22th	Idioms and Phrases	22nd	Vocabulary enrichment and grammar exercises
12th	23th	IInd Internal Test	23rd	IInd Internal Test
	24th	The Bet-Anton Chekov	24th	Telephonic Interview,face to face interview
13th	25th	Cover Letters,Telephone etiquettes	25th	Telephonic Interview,face to face interview
	26th	Drawing Inferences	26th	Telephonic Interview,face to face interview
14th	27th	Idioms and Phrases	27th	Persuasive presentation using multimedia aids
	28th	Pairs of Words Commonly misused and confused, Presentation skills	28th	Telephonic Interview,face to face interview
15th	29th	Translation of Administrative and Technical Terms in Hindi	29th	Telephonic Interview,face to face interview
	30th	3rd Internal Test	30th	3rd Internal Test

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic

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Lesson Plan

Name of the Faculty : - Ms. Vineet

Discipline : - ECE

Semester : - Sixth

Subject : - Medical Electronics

Lesson Plan Duration : - 15 Weeks

Workload (Lecture / Practical) per week (in hours):- Lectures-02, Practicals-02

Week	Theory		Practical	
	Lecture day	Topic(topic including assignment/test)	Practical day	Topic
1st	1st	Overview of Medical Electronics, classification of medical Equipments, application and specifications of diagnostic, therapeutic and clinical laboratory equipment, method of operation of these instruments, typical waveforms & signal characterisitics	1st	To operate and familiarization with: a) B.P. Apparatus b)ECG Machine
	2nd	Overview of Medical Electronics, classification of medical Equipments, application and specifications of diagnostic, therapeutic and clinical laboratory equipment, method of operation of these instruments, typical waveforms & signal characterisitics		
2nd	3rd	Overview of Medical Electronics, classification of medical Equipments, application and specifications of diagnostic, therapeutic and clinical laboratory equipment, method of operation of these instruments, typical waveforms & signal characterisitics	2nd	To operate and familiarization with: a)Ventilator b)Incubator
	4th	Overview of Medical Electronics, classification of medical Equipments, application and specifications of diagnostic, therapeutic and clinical laboratory equipment, method of operation of these instruments, typical waveforms & signal characterisitics		
3rd	5th	Origin of Bioelectric signals, Bio electrodes, Electrode tissue interface, contact impedance, Types of Electrodes, Biological Amplifiers, Electrodes used for ECG, EEG, EMG. Biological amplifiers	3rd	To measure the concentration of blood sugar with glucometer(fasting,P. P.,Random)
	6th	Origin of Bioelectric signals, Bio electrodes, Electrode tissue interface, contact impedance, Types of Electrodes, Biological Amplifiers, Electrodes used for ECG, EEG, EMG. Biological amplifiers		
4th	7th	Origin of Bioelectric signals, Bio electrodes,	4th	To measure

		Electrode tissue interface, contact impedance, Types of Electrodes, Biological Amplifiers, Electrodes used for ECG, EEG, EMG. Biological amplifiers		a) Respiration rate and interface to PC b)Pulse rate
	8th	Origin of Bioelectric signals, Bio electrodes, Electrode tissue interface, contact impedance, Types of Electrodes, Biological Amplifiers, Electrodes used for ECG, EEG, EMG. Biological amplifiers		
5th	9th	Origin of Bioelectric signals, Bio electrodes, Electrode tissue interface, contact impedance, Types of Electrodes, Biological Amplifiers, Electrodes used for ECG, EEG, EMG. Biological amplifiers -Assignment	5th	To measure the EMG signals and interface with PC
	10th	Test		
6th	11th	Typical signals from physiological parameters, Classification of Bio transducers, pressure transducer, Photoelectric transducer, Transducer for body temperature measurement, pulse sensor, respiration sensor	6th	Body temperature measurement and recording in excel form in PC.
	12th	Typical signals from physiological parameters, Classification of Bio transducers, pressure transducer, Photoelectric transducer, Transducer for body temperature measurement, pulse sensor, respiration sensor		
7th	13th	Typical signals from physiological parameters, Classification of Bio transducers, pressure transducer, Photoelectric transducer, Transducer for body temperature measurement, pulse sensor, respiration sensor	7th	To study the Body positions and interfacing of body position sensor and data recording
	14th	Block diagram description and application of following instruments ●Electrocardiograph (ECG) Machine ●Electroencephalograph(EEG)machine ●Electromyography(EMG) Machine ●Phonocardiogram(PCG) ●Vector cardiogram(VCG) ●Digital Stethoscope		
8th	15th	Block diagram description and application of following instruments ●Electrocardiograph (ECG) Machine ●Electroencephalograph(EEG)machine ●Electromyography(EMG) Machine ●Phonocardiogram(PCG) ●Vector cardiogram(VCG) ●Digital Stethoscope	8th	Installation of small medical equipment in laboratories of Hospital precautions to be taken.
	16th	Block diagram description and application of following instruments ●Electrocardiograph (ECG) Machine ●Electroencephalograph(EEG)machine ●Electromyography(EMG) Machine ●Phonocardiogram(PCG) ●Vector cardiogram(VCG) ●Digital Stethoscope		
9th	17th	Patient Monitoring System ●Heart rate measurement	9th	Study of large medical equipment in

		●Pulse rate measurement ●Respiration rate measurement ●Blood pressure measurement ●Need of Defibrillator and Cardiac Pacemaker ●Bedside patient monitoring System		Hospital/Nursing home
	18th	Patient Monitoring System ●Heart rate measurement ●Pulse rate measurement ●Respiration rate measurement ●Blood pressure measurement ●Need of Defibrillator and Cardiac Pacemaker ●Bedside patient monitoring System		
10th	19th	Patient Monitoring System ●Heart rate measurement ●Pulse rate measurement ●Respiration rate measurement ●Blood pressure measurement ●Need of Defibrillator and Cardiac Pacemaker ●Bedside patient monitoring System	10th	Operation and use of Electro-physiotherapy
	20th	Patient Safety ●Electric shock hazards ●Leakage currents ●Electrical safety analyser ●Safety standards		
11th	21st	Patient Safety ●Electric shock hazards ●Leakage currents ●Electrical safety analyser ●Safety standards	11th	Maintenance schedule for different equipment and their record in a hospital
	22nd	Patient Safety ●Electric shock hazards ●Leakage currents ●Electrical safety analyser ●Safety standards -Assignment		
12th	23rd	Test	12th	Getting body Parameters from Bluetooth to android App and PC
	24th	Modern Imaging System ●X-Ray Machine ●Magnetic Resonance Imaging System ●Ultrasonic Imaging System		
13th	25th	Modern Imaging System ●X-Ray Machine ●Magnetic Resonance Imaging System ●Ultrasonic Imaging System	13th	Logging of various body parameters in SD card as excel format
	26th	Modern Imaging System ●X-Ray Machine ●Magnetic Resonance Imaging System ●Ultrasonic Imaging System		
14th	27th	Modern Imaging System ●X-Ray Machine ●Magnetic Resonance Imaging System ●Ultrasonic Imaging System	14th	Revision
	28th	Modern Imaging System ●X-Ray Machine		

		●Magnetic Resonance Imaging System ●Ultrasonic Imaging System		
15th	29th	Modern Imaging System ●X-Ray Machine ●Magnetic Resonance Imaging System ●Ultrasonic Imaging System -Assignment	15th	Revision
	30th	Test		

BPS Mahila Polytechnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Ms.Rajni

Discipline : ECE ,OMCA & LIS

Semester : 4th semester

Subject : English h &Communication skill -II

Lesson Plan Duration : 15 Weeks (Even Semester)

Work Load per week : Th (02) Pr (02)

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st	1st	All The World is a stage-W.Shakespeare	1st	Reading Practice of the above lessons
	2nd	Life Sketch of Dr.Abdul Kalam	2nd	Comprehension exercises of unseen passage along with the given lesson
2nd	3rd	The Portrait of a Lady-Khushwant singh	3rd	Vocabulary enrichment and grammar exercises
	4th	The Doctor's words by R.K.Narayan	4th	Situational Conversation,requesting and responding to requests,expressing sympathy and condolence
3rd	5th	Correspondence:Enquiry Letters,placing orders,Complaints letters	5th	Warning:Asking and giving information
	6th	Report Writing	6th	Getting and giving permission
4th	7th	Memos	7th	Asking and giving opinions
	8th	Circulars	8th	A small formal and informal speech
5th	9th	Prepositions	9th	debate
	10th	1st Internal Exam	10th	1st Internal Exam
6th	11th	Speech by Dr.kiran Bedi at IIM Indore 2007 Leadership Concepts	11th	Seminar
	12th	Modren Means of Communication:(Video Conferencing,E-mail,Teleconferencing	12th	Interview Skills:Body language during the Interview
7th	13th	7Cs of communication	13th	Unseen Passage and vocabulary enhancement

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
	14th	Non-Verbal Communication:Significance,Types,and Techniques for effective communication	14th	Written and Oral drills
8th	15th	Barriers and Effectiveness in Listening Skills	15th	Participation in GDs with role playing
	16th	Barriers and Effectiveness in speaking Skills	16th	Presentation using audio visual aids and PPT
9th	17th	Press Release	17th	Interview Skills:Body language during the Inte
	18th	Inspection Notes and Tips for notes taking	18th	Interview Skills:Body language during the Interview
10th	19th	Corrigendum writing	19th	Participation in GDs with role playing
	2oth	Conjunction	20th	Participation in GDs with role playing
11th	21th	Punctuation	21st	Vocabulary enrichment and grammar exercises
	22th	Idioms and Phrases	22nd	Vocabulary enrichment and grammar exercises
12th	23th	IInd Internal Test	23rd	IInd Internal Test
	24th	The Bet-Anton Chekov	24th	Telephonic Interview,face to face interview
13th	25th	Cover Letters,Telephone etiquettes	25th	Telephonic Interview,face to face interview
	26th	Drawing Inferences	26th	Telephonic Interview,face to face interview
14th	27th	Idioms and Phrases	27th	Persuasive presentation using multimedia aids
	28th	Pairs of Words Commonly misused and confused, Presentation skills	28th	Telephonic Interview,face to face interview
15th	29th	Translation of Administrative and Technical Terms in Hindi	29th	Telephonic Interview,face to face interview
	30th	3rd Internal Test	30th	3rd Internal Test

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic

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Lesson Plan

Physics (2nd Semester)

Week	Theory		Practical	
	Lecture Day	Topic(Including Assignments)	Practical Day	Topic
Ist	1	**Unit1:- Wave Motion and its Applications 1.1 Waves**: Definition ,types(mechanical and electromagnetic wave) **1.2 Wave Motion**-transverse and longitudinal with examples, terms used in wave motion like displacement,amplitude,time period,frequency,wave length,wave velocity,relationship among wave velocity,frequency and wave length	1	1) Familiarization with apparatus (resistor, rheostat, key ammeter, voltmeter, telescope, microscope etc. (Group-1)
	2	**1.3 Simple Harmonic Motion(SHM):**Definitions , Examples **1.4 Cantilever :** Definitions , Formula of Time Period(Without Derivation)	2	1) Familiarization with apparatus (resistor, rheostat, key ammeter, voltmeter, telescope, microscope etc. (Group-2)
2nd	1	**1.5** Free, forced and resonant vibrations with examples. **1.6 Sound waves:** Types (infrasonic, audible, ultrasonic) on the basis of frequency, noise, coefficient of absorption of sound, echo	1	2) To find the time period of a simple pendulum. (Group-1)
	2	**Unit2:- Optics:-** 2.1 Reflection and refraction of light with laws, refractive index 2.2 Lens: Introduction, lens formulae (no derivation), power of lens and simple numerical problems	2	2) To find the time period of a simple pendulum. (Group-2)
3rd	1	**2.3** Total internal reflection and its applications, critical angle and conditions for total internal reflection	1	3) To study variation of time period of simple pendulum with change in length of pendulum.(Group-1)
	2	**2.4** Superposition of waves (concept only), definition of interference, diffraction and polarization of waves	2	3) To study variation of time period of simple pendulum with change in length of pendulum. (Group-2)

4th	**1**	**2.5** Introduction of Microscope, Telescope and their applications	**1**	4) To determine and verify the time period of Cantilever (Group-1)
	2	Revision of above topics	**2**	4) To determine and verify the time period of Cantilever.(Group-2)
5th	**1**	First Sessional Test(Tentative)	**1**	Revision and Viva-voce (Group-1)
	2	First Sessional Test(Tentative)	**2**	Revision and Viva-voce (Group-2)
6th	**1**	**UNIT3:- Electrostatics and Electricity** **3.1** Electric charge, unit of charge, conservation of charge	**1**	5) To verify Ohm's laws by plotting a graph between voltage and current (Group-1)
	2	**3.2** Coulomb's law of electrostatics Assignment 1	**2**	5) To verify Ohm's laws by plotting a graph between voltage and current (Group-2)
7th	**1**	**3.3** Electric field, electric lines of force (definition and properties), electric field intensity due to a point charge **3.4** Definition of electric flux, Gauss law (statement and formula)	**1**	6) To study colour coding scheme of resistance. (Group-1)
	2	**3.5** Capacitor and capacitance (with formula and unit) **3.6** Electric current and its SI Unit, direct and alternating current	**2**	6) To study colour coding scheme of resistance. (Group-2)
8th	**1**	**3.7** Resistance, conductance (definition and unit) **3.8** Series and parallel combination of resistances	**1**	7) To verify laws of resistances in series combination (Group-1)
	2	**3.9** Ohm's law (Statement and formula) Assignment 2	**2**	7) To verify laws of resistances in series combination (Group-2)
9th	**1**	Second Sessional Test(Tentative)	**1**	Revision and Viva-voce (Group-1)
	2	Second Sessional Test(Tentative)	**2**	Revision and Viva-voce (Group-2)
10th	**1**	**Unit 4 Classification of Materials and their Properties** **4.1** Definition of energy level, energy bands **4.2** Types of materials (conductor, semiconductors (introduction only)	**1**	8) To verify laws of resistance in parallel combination .(Group-1)

	2	**4.3 Introduction to magnetism, type of magnetic materials:** Diamagnetic, paramagnetic and ferromagnetic materials with examples **4.4** Magnetic field, magnetic lines of force, magnetic flux **4.5** Electromagnetic induction (definition)	**2**	8) To verify laws of resistance in parallel combination.(Group-2)
11th	**1**	**Unit5 Modern Physics** **5.1 Laser:** Introduction, principle, absorption, spontaneous emission, stimulated emission population inversion **5.2** Engineering and medical applications of laser	**1**	9) To find resistance of galvanometer by half deflection method (Group-1)
	2	**5.3** Fibrelti optics: Introduction to optical fibers (definition, principle and parts), light propagation, fiber types (mono-mode, multi-mode), applications in medical, telecommunication and sensors.	**2**	9) To find resistance of galvanometer by half deflection method (Group-2)
12th	**1**	**5.4 Nanotechnology:** Introduction, definition of nonmaterial's with examples, properties at nano scale, applications of nanotechnology (brief)	**1**	10) To verify laws of reflection of light using mirror (Group-1)
	2	Assignment 3 and Revision of above topics	**2**	10) To verify laws of reflection of light using mirror (Group-2)
13th	**1**	Third Sessional Test(Tentative)	**1**	Revision and Viva-voce (Group-1)
	2	Third Sessional Test(Tentative)	**2**	Revision and Viva-voce (Group-2)
14th	**1**	Revision of above topics	**1**	11) To verify laws of refraction using glass slab.(Group-1)
	2	Revision of above topics	**2**	11) To verify laws of refraction using glass slab.(Group-2)
15th	**1**	Revision of above topics	**1**	12) To find the focal length of a concave lens, using a convex lens.(Group-1)
	2	Revision of above topics	**2**	12) To find the focal length of a concave lens, using a convex lens.(Group-2)

Name of the faculty : Satpal Singh

Discipline : ECE

Semester : 3rd

Subject : **ELECTRONIC INSTRUMENTS AND MEASUREMENT**

Lesson plan Duration : 15 week

Theory				
Week	**Lecture Day**	**Topic (Including Assignment test)**	**Practical**	**Topic**
1st	1	Measurement, method of measurement, types of instruments	1	1)Measurement of voltage, resistance, frequency using digital multimeter
	2	Specifications of instruments: Accuracy, precision, sensitivity, resolution, range,	2	
	3	Errors in measurement ,sources of errors, limiting errors, loading effect,	3	
2nd	4	importance and applications of standards and calibration	4	2)Measurement of voltage, frequency, time period and phase using CRO
	5	Principles of measurement of DC voltage, DC current,	5	
	6	AC voltage, AC current,	6	

3rd	7	Principles of operation and construction of permanent magnet moving coil (PMMC) instruments	7	3)Measurement of voltage, frequency, time and phase using DSO
	8	Principles of operation and construction of permanent magnet	8	
	9	moving coil (PMMC) instruments	9	
4th	10	Moving iron type instruments,	10	4)Measurement of Q of a coil
	11	Construction and working of Cathode Ray Tube(CRT)	11	
	12	Block diagram description	12	
5th	13	Basic CRO and triggered sweep oscilloscope, front panel controls	13	5)Measurement of resistance and inductance of coil using RLC Bridge
	14	Specifications of CRO and their explanation	14	
	15	Measurement of current, voltage, frequency,	15	
6th	16	Time period and phase using CRO	16	6)Measurement of impedance using Maxwell Induction Bridge
	17	Digital storage oscilloscope (DSO) :	17	
	18	Block diagram and working principle	18	
7th	19	Wheat stone bridge	19	7)To find the value of unknown resistance using

	20	AC bridges: Maxwell's induction bridge,	20	Wheat Stone Bridge
	21	Hay's bridge, ,	21	
8th	22	Schering bridge	22	8)Measurement of distortion using Distortion Factor Meter
	23	Anderson bridge	23	
	24	laboratory type RLC bridge,	24	
9th	25	Bock diagram description	25	9)Use of logic pulser and logic pobe
	26	Specifications of RLC bridge	26	
	27	Block diagram and working principle of Q meter.	27	
10th	28	Explanation of block diagram specifications of low frequency	28	Measurement of voltage, resistance, frequency using digital multimeter **(Revise 1st Practical)**
	29	RF generators,	29	
	30	Pulse generator, function generator	30	
11th	31	Distortion factor meter	31	2)Measurement of voltage, frequency, time period and phase using CRO **(Revise 2nd Practical)**
	32	Instrumentation amplifier: its characteristics	32	
	33	N eed and working Comparison of analog and digital instruments	33	
12th	34	Working principle of ramp, dual slope and	34	Measurement of voltage,

		integration type digital voltmeter		frequency, time and phase using DSO
	35	Block diagram and working of a digital multi-meter	35	**(Revise 3rd Practical)**
	36	Specifications of digital multi-meter and their applications	36	
13th	37	Limitations of digital multi-meters.	37	4)Measurement of Q of a coil **(Revise 4th Practical)**
	38	Working principle of logic probe, logic pulser,	38	
	39	logic analyzer and signature analyzer.	39	
14th	40	Revision	40	5)Measurement of resistance and inductance of coil using RLC Bridge **(Revise 5th Practical)**
	41	Revision	41	
	42	Revision	42	
15th	43	Revision	43	6)Measurement of impedance using Maxwell Induction Bridge **(Revise 6th practical)**
	44	Revision	44	
	45	Revision	45	

Lesson Plan (2nd Semester)

Mathematics

Week	Theory/Practical	
	Lecture Day	**Topic Including(assignment/Test)**
Ist	**1**	Introduction to syllabus and evaluation scheme **Unit1:- Differential Calculus** **1.1 Definition of function:** Concept of limits (Introduction only) and problems related to four standard limits only.
	2	**1.1 Definition of function:** Concept of limits (Introduction only) and problems related to four standard limits only.
	3	**1.1 Definition of function:** Concept of limits (Introduction only) and problems related to four standard limits only.
	4	**1.2** Differentiation of x^n , Sin x, Cos x, e^x by first principle.
IInd	**1**	**1.3** Differentiation of sum, product and quotient of functions.
	2	**1.3** Differentiation of sum, product and quotient of functions.
	3	**1.3** Differentiation of sum, product and quotient of functions.
	4	**Unit 2 Differential Calculus and Its Application** **2.1** Differentiation of trigonometric functions, inverse trigonometric function, Logarithmic differentiation, successive differentiation (upto 2^{nd} order)
IIIrd	**1**	**2.1** Differentiation of trigonometric functions, inverse trigonometric function, Logarithmic differentiation, successive differentiation (upto 2^{nd} order)
	2	**2.1** Differentiation of trigonometric functions, inverse trigonometric function, Logarithmic differentiation, successive differentiation (upto 2^{nd} order)
	3	**2.1** Differentiation of trigonometric functions, inverse trigonometric function, Logarithmic differentiation, successive differentiation (upto 2^{nd} order)
	4	**2.2** Application of differential calculus in: (a) Rate measure (b) Maxima and minima
IVth	**1**	**2.2** Application of differential calculus in: (a) Rate measure (b) Maxima and minima
	2	**2.2** Application of differential calculus in: (a) Rate measure (b) Maxima and minima
	3	Revision
	4	**Unit 3 Integral Calculus** **3.1** Integration as inverse operation of differentiation with simple examples.
Vth	**1**	First Sessional Test(Tentative)
	2	First Sessional Test(Tentative)
	3	First Sessional Test(Tentative)
	4	**3.1** Integration as inverse operation of differentiation with simple examples.
VIth	**1**	**3.1** Integration as inverse operation of differentiation with simple examples.
	2	**3.2** Simple standard integrals and related problems, Integration by Substitution method and integration by parts.
	3	**3.2** Simple standard integrals and related problems, Integration by Substitution method and integration by parts.
	4	**3.3** Evaluation of definite integrals with given limits. Evaluation of $\int_0^{\pi/2} sin^n x.\, dx$, $\int_0^{\pi/2} cos^n x\, dx$, $\int_0^{\pi/2} sin^m x\, cos^n .\, dx$, Using formula without proof (m and n being positive integers only) using pre-existing mathematical models.
VIIth	**1**	**3.3** Evaluation of definite integrals with given limits. Evaluation of $\int_0^{\pi/2} sin^n x.\, dx$, $\int_0^{\pi/2} cos^n x\, dx$, $\int_0^{\pi/2} sin^m x\, cos^n .\, dx$,

		Using formula without proof (m and n being positive integers only) using pre-existing mathematical models.
	2	**Unit4:- Application of Integration, Numerical Integration and Differential Equations** **4.1** Application of integration for evaluation of area under a curve and axes (Simple problems).
	3	**4.1** Application of integration for evaluation of area under a curve and axes (Simple problems).
	4	**4.2** Numerical of integration by Trapezoidal rule and Simpson's $1/3^{rd}$ Rule using pre-existing mathematical models.
VIIIth	**1**	**4.2** Numerical of integration by Trapezoidal rule and Simpson's $1/3^{rd}$ Rule using pre
	2	**Deferential, Equations** **4.3** Definition, order, degree, Type of differential Equation, Linearity, Formulation of ordinary differential equation (up to 1^{st} order), solution of ODE (Ist order) by variable separation method.
	3	**4.3** Definition, order, degree, Type of differential Equation, Linearity, Formulation of ordinary differential equation (up to 1^{st} order), solution of ODE (Ist order) by variable separation method.
	4	Revision
IXth	**1**	Second Sessional Test(Tentative)
	2	Second Sessional Test(Tentative)
	3	Second Sessional Test(Tentative).,
	4	**4.3** Definition, order, degree, Type of differential Equation, Linearity, Formulation of ordinary differential equation (up to 1^{st} order), solution of ODE (Ist order) by variable separation method.
Xth	**1**	**Unit 5 Statistics and Software:- Statistics** **5.1 Measures of Central Tendency:** Mean, Median, Mode
	2	**5.1 Measures of Central Tendency:** Mean, Median, Mode
	3	**5.2 Measures of Dispersion:** Mean deviation, Standard deviation
	4	**5.2 Measures of Dispersion:** Mean deviation,Standard Deviation
XIth	**1**	**5.2 Measures of Dispersion:** Mean deviation,Standard Deviation
	2	**Software** **5.3 Sci lab Software**- Theoretical Introduction.
	3	**5.3 Sci lab Software**- Theoretical Introduction.
	4	**5.4** Basic difference between MATLAB and Sci Lab Software,
XIIth	**1**	**5.4** Basic difference between MATLAB and Sci Lab Software,
	2	**5.5 Calculations with MATLAB or Sci Lab –** (a) Representation of matrix (2*2 order), (b) Additional , Subtraction of matrices (2*2 order) in MATLAB or Sci Lab
	3	**5.5 Calculations with MATLAB or Sci Lab –** (a) Representation of matrix (2*2 order), (b) Additional , Subtraction of matrices (2*2 order) in MATLAB or Sci Lab
	4	Revision
XIIIth	**1**	Third Sessional Test (Tentative).
	2	Third Sessional Test (Tentative).
	3	Third Sessional Test (Tentative).
	4	Revision
XIVth	**1**	Revision
	2	Revision
	3	Revision
	4	Revision
XVth	**1**	Revision
	2	Revision
	3	Revision
	4	Revision

Lesson Plan

Environmental Studies And Disaster Management

Week	Theory/Practical	
	Lecture Day	**Topic Including(assignment/Test)**
Ist	**1**	**Unit1:- Introduction** Basics of Ecology , Eco system Concept and sustainable development
	2	Sources ,advantages ,disadvantages of renewable and non-renewable energy
IInd	**1**	Rain Water Harvesting
	2	Deforestation – its effects and control measures
IIIrd	**1**	**Unit2:- Air and Noise Pollution** Air Pollution: Source of Air Pollution
	2	Effect of Air Pollution on Human Health, Economy, Air Pollution control Methods
IVth	**1**	Noise Pollution: Sources of Noise Pollution, unit of noise ,Effect of Noise Pollution, Acceptable Noise Level, different Methods of minimizing Noise Pollution
	2	Revision of Above topics
Vth	**1**	**Unit3:- Water and Soil Pollution** Water Pollution: Impurities in water, Cause of water Pollution
	2	Sources of water Pollution. Effect of water pollution on human health
VIth	**1**	First Sessional Test(Tentative)
	2	First Sessional Test(Tentative)
VIIth	**1**	Concept of DO ,BOD, COD
	2	Prevention of water Pollution- water treatment processes
VIIIth	**1**	Sewage treatment ,Water quality standard
	2	Soil Pollution: Sources of soil Pollution
IXth	**1**	Effect and control of soil pollution
	2	Type of solid waste- House hold, Industrial, Agricultural, Bio-Medical, Disposal of Solid waste.
Xth	**1**	Solid waste management E-waste ,E-waste management
	2	**Unit4:- Impact of Energy Usage on Environment** Global Warming ,Green House Effect , Depletion of Ozone Layer
XIth	**1**	Second Sessional Tests(Tentative)
	2	Second Sessional Tests(Tentative)
XIIth	**1**	Acid Rain .Eco Friendly Material, Recycling of Material, Concept of Green Building
	2	Concept of Carbon credit and Carbon Foot Print
XIIIth	**1**	**Unit5:- Disaster Management A** Different type of Disaster ,Natural Disasters such as Flood ,Cyclone ,Earth Quake and Landslides etc.
	2	Manmade Disasters such as Fire, Industrial Pollution, Nuclear Disasters, biological Disasters.

XIVth	**1**	Accidents(Air , Sea Rain and Road) , Structural Failures (Building and Bridges) , War and Terrorism
	2	B Disaster Preparedness Disaster Preparedness plan : Prediction ,Early warnings and safety measures of Disaster Psychological Response and Management (Trauma, Stress, Rumour and Panic)
XVth	**1**	Third Sessional Test(Tentative)
	2	Third Sessional Test(Tentative)
XVIth	**1**	Revision of above Syllabus
	2	Revision of above Syllabus

B.P.S.Mahila Polytechnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : **Ms. Geeta Dahiya**
Discipline : Computer Engineering
Semester : 6th
Subject : Major **Project**
Lesson plan duration : 15 weeks (from January 2026 to May 2026)
** Work load(Lecture/Practical) per week (in hours) :** Practicals-12**

Week	Practicals Practical day	Topic
1st	1st(3hrs each)	Overview of the whole syllabus, students must be aware about the subject , meaning and need of this subject and its practical implementation in their real day to day life activities
	2nd(3hrs each)	What is a project, what is its need , what are its benefits for implementing these in our lives
	3rd(3hrs each)	Different platforms in Computer Engineering for implementing projects.
	4th	Revision of previous class and Queries if any of students discussed
2nd	5th	What is a Synopsis, what is its need and formats discussed and students motivated to go through aspects discussed in previous classes and Groups of the projects to be formed
	6th	Computer system assigned to different students
	7th	Projects discussed, what students want to implement and regarding that further details to be discussed
	8th	Discussion on project's queries of students
3rd	9th	Discussion on project's queries of students
	10th	Synopises to be submitted by students and if any mistakes or doubts then discussed
	11th	Final submission of synopsis
	12th	Final Implementation of projects in labs and layouts to be discussed
4th	13th	Final Implementation of projects in labs and layouts to be discussed
	14th	Final Implementation of projects in labs and layouts to be discussed
	15th	Final Implementation of projects in labs and layouts to be discussed
	16th	Final Implementation of projects in labs and layouts to be discussed
5th	17th	While implementing projects coding of projects and queries to be discussed
	18th	Repeation of previous class
	19th	Implementation and queries discussed
	20th	Implementation and queries discussed
6th	21st	Implementation and queries discussed
	22nd	Implementation and queries discussed
	23rd	Implementation and queries discussed
	24th	Implementation and queries discussed
7th	25th	Implementation and queries discussed
	26th	Implementation and queries discussed
	27th	Implementation and queries discussed
	28th	Implementation and queries discussed
8th	29th	Implementation and queries discussed
	30th	Implementation and queries discussed
	31st	Implementation and queries discussed
	32nd	Implementation and queries discussed
9th	33rd	Implementation and queries discussed
	34th	Implementation and queries discussed
	35th	Implementation and queries discussed
	36th	Implementation and queries discussed
10th	37th	Students implement projects
	38th	Students implement projects
	39th	Students implement projects
	40th	Students implement projects
11th	41st	Students implement projects
	42nd	Students implement projects
	43rd	Discussion on File preaparation and different points to be followed
	44th	Discussion on File preaparation and different points to be followed
12th	45th	Discussion on File preaparation and different points to be followed
	46th	Viva to be conducted and files checked and mistakes to be guided
	47th	Viva to be conducted and files checked and mistakes to be guided
	48th	Viva to be conducted and files checked and mistakes to be guided
13th	49th	Viva to be conducted and files checked and mistakes to be guided
	50th	Viva to be conducted and files checked and mistakes to be guided
	51st	Viva to be conducted and files checked and mistakes to be guided
	52nd	Viva to be conducted and files checked and mistakes to be guided
14th	53rd	Viva to be conducted and files checked and mistakes to be guided
	54th	Final file submission
	55th	Final file submission
	56th	Final file submission
15th	57th	Final file submission
	58th	Viva to be conducted and final running of projects to be checked
	59th	Viva to be conducted and final running of projects to be checked
	60th	Viva to be conducted

B.P.S.Mahila Polytechnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : **Ms. Geeta Dahiya**
Discipline : Computer Engineering
Semester : 4th
Subject : COMPUTER ORGANISATION & ARCHITECTURE
Lesson plan duration: 15 weeks (from January 2026 to May 2026)
** Work load(Lecture/Practical) per week (in hours) : **lectures-04**

Week	Theory	
	Lecture day	Topic
1st	1st	Introduction of the subject, its need and significance in their branch, overview of whole syllabus and books to be refered
	2nd	General register organisation
	3rd	Stack organisation
	4th	Revision
2nd	5th	Instruction formats(three address, two address)
	6th	Instruction formats (one address, zero address and RISC instruction)
	7th	Revision
	8th	Addressing modes: Immediate, register, direct,in direct, relative, indexed.
3rd	9th	Addressing modes
	10th	Revision of whole unit and assignments
	11th	Unit Test
	12th	Memory Hierarchy, RAM and ROM chips
4th	13th	Memory address map, Memory connections to CPU
	14th	Auxiliary memory: Magnetic disks and magnetic tapes.
	15th	Revision
	16th	Associative memory
5th	17th	Cache memory
	18th	Virtual memory
	19th	Revision
	20th	Memory management hardware
6th	21st	Read and Write operation
	22nd	Revision of whole unit and assignments
	23rd	Unit Test
	24th	Basis Input output system (BIOS) - Function of BIOS
7th	25th	Testing and initialization
	26th	Configuring the system
	27th	Modes of Data Transfer
	28th	Revision
8th	29th	Programmed I/O: Synchronous, asynchronous and interrupt initiated.
	30th	Programmed I/O: Synchronous, asynchronous and interrupt initiated.
	31st	DMA data transfer
	32nd	Revision of whole unit and assignments
9th	33rd	Unit Test
	34th	Forms of parallel processing
	35th	Parallel processing and pipelines
	36th	Basic characteristics of multiprocessor
10th	37th	General purpose multiprocessors
	38th	Revision
	39th	Interconnection networks: time shared common bus
	40th	Multi-port memory, cross bar switch
11th	41st	Multi stage switching networks
	42nd	Hyper cube structures.
	43rd	Revision of whole unit and assignments
	44th	Unit Test
12th	45th	Define I/O interface
	46th	Input-Output Interface
	47th	Explain methods of Asynchronous Data transfer.
	48th	Explain methods of Asynchronous Data transfer.
13th	49th	Synchronous Data Transfer
	50th	Revision
	51st	Strobe Control
	52nd	Handshaking
14th	53rd	Describe Asynchronous Serial Transfer.
	54th	Revision of whole unit and assignments
	55th	Unit Test
	56th	Revision
15th	57th	Revision of whole syllabus and100 marks paper to be given to students
	58th	Revision
	59th	Revision
	60th	Revision

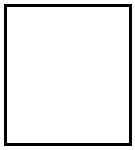
BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Ms. Sunita
Semester 4th
Subject English
Lesson Plan Duration : 15 Weeks (From15 Jan to 30 April, 2026)
Work Load per week : Th (02) Pr (02)

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st	1st	The Portrait of a Lady - Khushwant Singh	1st	Reading Practice of the above lessons in the Lab Activity classes.
	2nd	The Doctor's Word by R K Narayan	2nd	Comprehension exercises of unseen passages along with the given lessons.
2nd	3rd	The Bet - by Anton Chekov	3rd	Comprehension exercises of unseen passages along with the given lessons.
	4th	Prepositions	4th	Situational Conversation: Requesting and responding to requests;
3rd	5th	Conjunctions	5th	Expressing sympathy and condolence.
	6th	Communication (Video Conferencing, e- mail, Teleconferencing	6th	Warning; Asking and giving information.
4th	7th	Effective Communication Skills: 7 C's of Communication	7th	Sessional
	8th	Non-verbal Communication – Significance, Types and	8th	Sessional
5th	9th	Communication	9th	Getting and giving permission.
	10th	Sessional	10th	Asking for and giving opinions.
6th	11th	Sessional	11th	A small formal and informal speech
	12th	Barriers and Effectiveness in Listening Skills	12th	A small formal and informal speech
7th	13th	Barriers and Effectiveness in Speaking Skills	13th	Seminar
	14th	Correspondence: Enquiry letters, placing orders,	14th	Seminar
8th	15th	Report Writing	15th	Debate.
	16th	Memos	16th	Debate.
9th	17th	Circulars	17th	Revision

	18th	Press Release	18th	Sessional
10th	19th	Inspection Notes and tips for	19th	Unseen Comprehension Passages
	20th	Sessional	20th	Interview and guidelines for success
11th	21st	Corrigendum writing	21st	Written and Oral Drills will be undertaken in the class to facilitate a
	22nd	Cover Letter	22nd	Participation in a GD, Functional and Non-functional roles in GD, Case Studies and Role Plays
12th	23rd	Drawing inferences	23rd	Participation in a GD, Functional and Non-functional roles in GD, Case Studies and Role Plays
	24th	Speech by Dr Kiran Bedi at IIM Indore2007 Leadership Concepts	24th	Presentations, using audio-visual aids (including power-point).
13th	25th	Vocabulary enrichment and grammar exercises based on the above selective readings	25th	Telephonic interviews, face to face interviews
	26th	Punctuation	26th	Communication: Persuasive Presentations using multi-media Aids
14th	27th	Idioms and Phrases, Pairs of words (Words commonly	27th	Group discussions: Concept and fundamentals of GD, and learning
	28th	Translation of Administrative and Technical Terms in Hindi or Mother tongue	28th	Case Studies and Role Plays
15th	29th	Importance of developing employable and soft skills	29th	Revision
	30th	Resume Writing: Definition, Kinds of Resume, Difference between Bio-data and Curriculum Vitae and Preparing a Resume for Job/ Internship	30th	Sessional



B.P.S.Mahila Polytechnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : **Ms. Geeta Dahiya**
Discipline : Computer Engineering
Semester : 6th
Subject : Major **Project**
Lesson plan duration : 15 weeks (from January 2026 to May 2026)
** Work load(Lecture/Practical) per week (in hours) :** Practicals-12**

Week	Practicals Practical day	Topic
1st	1st(3hrs each)	Overview of the whole syllabus, students must be aware about the subject , meaning and need of this subject and its practical implementation in their real day to day life activities
	2nd(3hrs each)	What is a project, what is its need , what are its benefits for implementing these in our lives
	3rd(3hrs each)	Different platforms in Computer Engineering for implementing projects.
	4th	Revision of previous class and Queries if any of students discussed
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	23rd	Implementation and queries discussed
	24th	Implementation and queries discussed
7th	25th	Implementation and queries discussed
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	27th	Implementation and queries discussed
	28th	Implementation and queries discussed
8th	29th	Implementation and queries discussed
	30th	Implementation and queries discussed
	31st	Implementation and queries discussed
	32nd	Implementation and queries discussed
9th	33rd	Implementation and queries discussed
	34th	Implementation and queries discussed
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	36th	Implementation and queries discussed
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	47th	Viva to be conducted and files checked and mistakes to be guided
	48th	Viva to be conducted and files checked and mistakes to be guided
13th	49th	Viva to be conducted and files checked and mistakes to be guided
	50th	Viva to be conducted and files checked and mistakes to be guided
	51st	Viva to be conducted and files checked and mistakes to be guided
	52nd	Viva to be conducted and files checked and mistakes to be guided
14th	53rd	Viva to be conducted and files checked and mistakes to be guided
	54th	Final file submission
	55th	Final file submission
	56th	Final file submission
15th	57th	Final file submission
	58th	Viva to be conducted and final running of projects to be checked
	59th	Viva to be conducted and final running of projects to be checked
	60th	Viva to be conducted

Lesson Plan LIS Department

Name of faculty: Shikha

Semester: 2nd

Subject : Computer Technology For Library Services

Lesson Plan : 16 weeks (15 Jan., 2026 to 30 April, 2026)

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st			1st	Different components of Computer : Hardware & software
2nd	1st	Introduction to Computer Technology : Definition & Developments	2nd	DO
	2nd	Computer Generations & block Diagram of Computer	3rd	DO
			4th	DO
3rd	3rd	Classification of Comp. - Analogue , Digital& Hybrid	5th	DO
			6th	
			7th	Prepare Chart on Hardware & software
4th	4th	Super , Miniframe , Mini & Micro	8th	Live demo of software packages : Excel Tables , Basic formulas
	5th	Laptop/notebook & PDA	9th	DO
			10th	DO
			11th	DO
5th	6th	Comp. Hardware - Input, Output: Components & functions	12th	DO
	7th	CPU & Storage devices : Components & functions	13th	DO
			14th	DO
			15th	DO
6th	8th	Operating systems: Functions & applications	16th	Preparation of presentation
	9th	Windows & UUNIX/Linux & features	17th	DO
			18th	DO
			19th	Networking Concepts , parts

7th	10th	Types of software - System oftware : concepts & applications	20th	DO
	11th	Application software: concepts & applications	21st	DO
			22nd	DO
			23rd	DO
8th	12th	Promming software 7 Open source software	24th	DO
	13th	MS Word & MS Excel : Meaning & Purpose	25th	DO
			26th	DO
9th	14th	Programmimg Languages ; Concept , types	27th	Student may prepare charts depicting library services
	15th	Characteristics & application of Prog. Lang.	28th	DO
			29th	DO
			30th	Revision of whole syllabus
10th	16th	Flowcharting	31st	Revision of whole syllabus
	17th	Lib. Services where these are applied	32nd	Revision of whole syllabus
			33rd	
			34th	Revision of whole syllabus
11th	18th	Networking: Concept, Definition & Needs	35th	Revision
			36th	Revision
			37th	Revision of whole syllabus
12th	19th	Network Types & Topologies	38th	Revision
			39th	Revision
			40th	Revision
13th	20th	Topologies	41st	Revision
	21th	Components of a Network Library Network	42nd	Revision
			43rd	Revision
			44th	Revision
14th	22th	The areas of the library where the computer network is applied	45th	Revision
			46th	Revision
			47th	Revision

15th	23th	Electronic media: Electronic publishing, DTP	48th	Revision
	24th	Micrographics , Videotext	49th	Revision
			50th	Revision
			51st	Revision
16th	25th	Tele text & Visual data display systems	52nd	Revision
	26th	Revision of 5th Unit	53rd	Revision
			54th	

Note : If we have to take class on sessional day, then I will follow the above said lesson plan otherwise the lesson plan on sessional day shift to the next day.

Lesson Plan LIS Department

Name of faculty: Shikha

Semester: 2nd

Subject : Library Cataloguing - II

Lesson Plan : 16 weeks (15 Jan.,2026 to 30 April,2026)

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st		---	1st	Practice on Cataloguing of books acc. To CCC-5 the Revised Ed.
2nd	1st	Introduction to Classified Catalogue Code	2nd	Do
	2nd	Do	3rd	Do
	3rd	Do	4th	Do
			5th	Do
3rd	4th	Revision of 1st Unit	6th	Single Personalm Author Entries
	5th	Do	7th	Do
			8th	Do
4th	6th	Cataloguing Entries : Introduction	9th	Joint Author Entries
	7th	Do	10th	Do
	8th	Types of Cataloguing Entries	11th	Do
			12th	Do
5th	9th	Main Entries according to CCC	13th	Collaborators Entries
	10th	Do	14th	Do
	11th	Do	15th	Do
			16th	Do
6th	12th	Added Entries according to CCC	17th	Pseudonym works
	13th	Do	18th	Do
	14th	Do	19th	Do
			20th	DO
7th	15th	Catalogue cards arrangements	21st	Five titles for Single Personal Author
	16th	Do	22nd	Do
	17th	Revision of 2nd Unit	23rd	
			24th	DO
8th	18th	Test of 2nd Unit	25th	Five titles for Joint Author

	19th	Rules for description choice & rendering of headings for Main & Addeed entries acc. To CCC	26th	Do
			27th	Do
9th	20th	Do	28th	Five titles for Collabortors
	21st	Single Authorship	29th	Do
	22nd	Do	30th	Do
		---	31st	---
10th	23rd	Joint Authorship	32nd	Five titles for Pseudonym works
	24th	Do	33rd	Do
	25th	Do	34th	Do
			35th	
11th	26th	Collaborators	36th	Revision of whole syllabus
	27th	Do	37th	
12th	28th	Pseudonym Works	38th	
	29th	Do	39th	
			40th	
13th	30th	Revision of 3rd Unit	41st	
	31st	Test of 3rd Unit	42nd	
	32nd	Chain Procedure	43rd	
			44th	
14th	33rd	Cooperative Catalogue Basic concepts	45th	
	34th	Need & purposes of Cooperative Catalogue	46th	
			47th	
15th	35th	Centralised Catalogue : Basic concepts	48th	
	36th	Need & purposes of Centralised Catalogue	49th	
	37th	Union Catalogue : Basic concepts	50th	
			51th	
16th	38th	Need & purposes of Union Catalogue	52th	
	39th	Revision of 5th Unit	53th	
	40th	Revision	54th	
			55th	

Note : If we have to take class on sessional day, then I will follow the above said lesson plan otherwise the lesson plan on sessional day shift to the next day.

Lesson Plan LIS Department

Name of faculty: Shikha

Semester : 4th

Subject : Library & Information Management - II

Lesson Plan : 18 weeks (15 Jan., 2026 to 30 April, 2026)

Week	Theory		Practical	
	Lecture day	Topic	Practical Day	Topic
1st		---	1st	Library Annual Budget
	1st	Lib. Building :Layout,Site Selection,Design	2nd	---
2nd	2nd	Lighting , Temp. Control Provision of power backup & Spatial analysis for a good design	3rd	Do
			4th	Preparation of Lib. Annual Budget
			5th	Do
3rd	3rd	Lib. Furniture : Standards & Maintenance	6th	Do
	4th	Lib. Equipments : Requirement & Maintenance	7th	Do
			8th	---
4th	5th	Disaster Management , Insurance in Libraries & Green Libraries	9th	Stock Verification
	6th	Lib. Budget : Concept , Importance	10th	Do
			11th	Do
			12th	Stock Verification of 50 books randomly
5th	7th	Lib. Budgeting & Techniques	13th	Do
	8th	Lib. Finance : Sources of Funds & Allocation	14th	Do
			15th	Do
			16th	---
6th	9th	Lib. Expenditure & Planning	17th	Library Statistics
	10th	Lib. Auditing and Reporting	18th	Do
			19th	Do
			20th	---
7th	11th	Revision of 2nd Unit	21st	Preparation of Lib. Statistcs
	12th	Lib. Records & Manuals	22nd	Do
			23rd	Do
			24th	---

8th	13th	Annual Report & Library Statistics	25th	Preparing of a list of 20 books which ae to be written - off
			26th	Do
			27th	---
9th	14th	Lib. Extension services : Objectives , Need , Types	28th	Do
	15th	Resource Sharing : Methods ,Procedures &Benefits	29th	Do
			30th	Do
			31st	---
10th	16th	Inter Library Loan , Library marketing & publicity	32nd	Visit to Liibrary : make the students familiar with all housekeeping operations of a library
	17th	Concept of Mobile Libraries , Branch Libraries	33rd	Do
			34th	Do
			35th	---
11th	18th	Revision of 3rd Unit	36th	Do
	19th	Stock Verification & Stock Rectification : Definition , need ,purposes	37th	---
12th	20th	Methods of Stock verification	38th	Revision of whole syllabus
	21st	Advantages & disadvantages of Stock Verification	39th	Do
			40th	Do
			41st	---
13th	22nd	Causes & Responsibilities of the Loss of books	42nd	Do
	23rd	Weeding out of books	43rd	Do
			44th	Do
			45th	---
14th	24th	Preservation of Books & Non-book material : Need & Methods	46th	Do
	25th	Preservation & Conservation of Rare & Archival Material	47th	Do
			48th	Do
			49th	---
15th	26th	Threats to Library Resources : Cause & Prevention	50th	Do
	27th	Binding : Need & Types of binding	51st	Do

			52nd	Do
			53rd	---
16th	28th	Binding Material & Process	54th	do
		Revision	55th	Do
			56th	---

Note : If we have to take class on sessional day, then I will follow the above said lesson plan otherwise the lesson plan on sessional day shift to the next day.

BPS Mahila Polytchnic, Khanpur Kala

Lesson Plan

Name of the Faculty : Dr. Eakata Kumari
Discipline : **Library Information Science**
Semester : 2nd
Subject : Information Sources and Service
Lesson Plan Duration : 15 Weeks (From january to ma
Work Load per week : T (03) Pr (04)

Week	Theory		Practical
	Lecture Day	Topic	Practical Day
1st	1st	Introduction to Information Sources	1st
	2nd	Primary	2nd
	3rd	-Do-	3rd
			4th
2nd	4th	secondary	5th
	5th	-do-	6th
	6th	-do-	7th
			8th
3rd	7th	Tertiary	9th
	8th	-do-	10th
	9th	Test	11th
			12th
4th	10th	Evaluation of Sources	13th
	11th	-Do-	14th
	12th	-do-	15th
			16th
5th	13th	-do-	17th
	14th	-do-	18th
	15th	-do-	19th
			20th
6th	16th	-do-	21th
	17th	Revision	22nd
	18th	test	23rd
			24th
7th	19th	Reference and Information Services	25th
	20th	Definition and Concepts	26th
	21st	-do-	27th
			28th
8th	22nd	Ready Reference Services	29th
	23rd	Long Reference Services	30th
	24th	-do-	31st

			32nd
9th	25th	-do-	33rd
	26th	Revision	34th
	27th	Test	35th
			36th
10th	28th	Introduction CAS	37th
	29th	-do-	38th
	30th	-do-	39th
			40th
11th	31st	Introduction SDI	41st
	32nd	-d0-	42nd
	33rd	-do-	43rd
			44th
			45th
12th	34th	Skills for Reference Librarian	46th
	35th	-do-	47th
	36th	-do-	48th
			49th
13th	37th	Indexing services	50th
	38th	-do-	51st
	39th	-do-	52nd
			53rd
14th	40th	Abstracting services	54th
	41st	-do-	55th
	42nd	-do-	56th
			57th
15th	43rd	Revision all Units	58th
	44th	-do-	59th
	45th	test	60th

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Topic
Practice in Reference Books
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BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Dr.Eakata Kumari
Discipline : **Library Information Science**
Semester : 4th
Subject : Information Storage & Retrieval
Lesson Plan Duration : 15 Weeks (From january to may 2026)
Work Load per week : T (03)

Week	Theory			
	Lecture Day	Topic		
1st	1st	Introduction ISAR		
	2nd	Definition ISAR		
	3rd	Components of ISAR		
2nd	4th	What is Database		
	5th	Types and Function		
	6th	Online Database		
3rd	7th	CD ROM database		
	8th	Information Retrieval Process		
	9th	Evaluation of ISAR system		
4th	10th	Introduction Bibliographic		
	11th	Rules Bibliographic Description		
	12th	Principles of Bibliographic		
5th	13th	Bibliographic record Formats		
	14th	-Do-		
	15th	-Do-		
6th	16th	Intro Metadata		
	17th	Metadata standards Dublin Core		
	18th	21-Mar		
7th	19th	Definition Vocabulary Control		
	20th	-Do-		
	21st	-Do-		

8th	22nd	Purposes of Vocabulary Control		
	23rd	Classification Schedules		
	24th	Subject heading		
9th	25th	Thesaurus Definition and types		
	26th	-do-		
	27th	-do-		
10th	28th	test		
	29th	Introduce Indexing		
	30th	-do-		
11th	31st	Types of indexing		
	32nd	Outline Of indexing		
	33rd	POPSI, PRECIS		
12th	34th	KWIC ,KWOC		
	35th	Abstracting Definition and purpose		
	36th	Types of Abstracting		
13th	37th	Assessment		
	38th	Test		
	39th	Web information Retrival		
14th	40th	Search Engines		
	41st	-Do-		
	42nd	Meta search engines		
15th	43rd	Subject Gateway		
	44th	Test		
	45th	Revision all units		

BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Dr. Mamta
Discipline : **Library Information Science**
Semester : 2nd
Subject : Library Classification
Lesson Plan Duration : 15 Weeks (From 15 january to may 2026)
Work Load per week : T (03) Pr (04)

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st	1st	introduction to the subject	1st	Basic formula of the sub.
	2nd	Features of CC scheme		
	3rd	Regidily faceted clss.1-3 ed		
2nd	4th	Almost freely faceted 4-6ed	2nd	practice of CC
	5th	Revised ed 6th 1963		
	6th	Historical background of UDC		
3rd	7th	Basic plan	3rd	practice of CC
	8th	Main tables		
	9th	Auxiliary tables		
4th	10th	Special auxiliary tables	4th	practice of CC
	11th	Revision and assignment		
	12th	9 steps in practal CLSS		
5th	13th	Raw and expressive title	5th	practice of CC
	14th	Title in kernal terms		
	15th	Analysed and trandformed title		
6th	16th	Standard,focal no. and class no.	6th	practice of CC
	17th	5 fundamental categories		
	18th	Connecting symbols of PMEST		
7th	19th	Recognition of PMEST	7th	practice of CC
	20th	Test		
	21st	Rounds and levels		
8th	22nd	Meaning of postulation	8th	practice of CC
	23rd	Postulate of round for energy		
	24th	Postulate of level		
9th	25th	Postulate for facet sequence	9th	practice of CC
	26th	Postulate for facet sequence (round)		
	27th	Postulate for facet sequence last round		
10th	28th	Define notation	10th	practice of CC
	29th	Need of notation		
	30th	Revision and assignment		
11th	31st	Objective of notation	11th	practice of CC
	32nd	Function of notation		
	33rd	Types of notation		

12th	34th	Pure notation	12th	practice of CC
	35th	Mix notation		
	36th	Digit used in notation		
13th	37th	Qualities of notation	13th	practice of CC
	38th	test		
	39th	Simlicity and brevity		
14th	40th	Fflexibility and hospitality	14th	practice of CC
	41st	Expressiveness		
	42nd	Revision and assignment		
15th	43rd	Mnemonics	15th	practice of CC
	44th	Systematic mnemonics		
	45th	Seminal mnemonics,scheduled		

BPS Mahila Polytchnic, Khar

Lesson Plan

Name of the Faculty : Dr. Mamta
Discipline : **Library Infc**
Semester : 4th
Subject : Library Aut
Lesson Plan Duration 15 Weeks (
Work Load per week : T (02) Pr (0

Week	Theory & Practical		Practical
	Lecture Day	Topic	Practical Day
1st	1	Concept of library software	1st
	2	Development of library software	2nd
			3rd
			4th
2nd	3	Introduction Popular Library managem	5th
	4	KOHA software	6th
			7th
			8th
3rd	5	SOUL Software	9th
	6	LIbSYS and Virtua software	10th
			11th
			12th
4th	7	Library software importance and feature	13th
	8	Database safety and security	14th
			15th
			16th
5th	9	Database security : threats	17th
	10	Mathods of Data back up	18th
			19th
			20th
6th	11	Ways of data Backup	21st
	12	Cloud computing and its application	22nd
			23rd
			24th
7th	13	Barcode and QR code	25th
	14	RFID Technology	26th
			27th
			28th
8th	15	Library website and library Portal	29th
	16	Library networks and its need, Objectives	30th

			31st
			32nd
9th	17	Resource Sharing and its benefits	33rd
	18	Library Networks	34th
			35th
			36th
10th	19	Indian Library Networks : DELNET, INFLIBNET	37th
	20	E ShodhSindhu, ICAR - CeRA	38th
			39th
			40th
11th	21	Revision	41st
	22	Test	42nd
			43rd
			44th
12th	23	Library Automated Services	45th
	24	Bibliographic Services	46th
			47th
			48th
13th	25	Document Delivery Services	49th
	26	Reference Services	50th
			51st
			52nd
14th	27	E- mail and IS services	53rd
	28	Content Alert Service, RFID	54th
			55th
			56th
15th	29	Revision	57th
	30	Revision full Syllabus	58th
			59th
			60th

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omation and Networking
From 15 janaury to may 2026)
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Topic
Library software demo Pr.
KoHA software Pr.
KoHA module software Pr.
KoHA module software Pr.
KoHA module software Pr.
KoHA module software Pr.
KoHA module software Pr.
SOUL Software demo Pr.
SOUL Software demo Pr.
SOUL Software demo Pr.
SOUL Software demo Pr.
SOUL Software demo Pr.
SOUL Software demo Pr.
LIBSYS software demo Pr.
LIBSYS software demo Pr.
LIBSYS software demo Pr. LIBSYS software demo Pr. LIBSYS software demo Pr. LIBSYS software demo Pr. Virtua pr. Virtua pr. Virtua pr. Data backup Pr.
Data backup Pr.
Data backup Pr.
Data backup Pr.
Cloud computing Pr. Cloud computing Pr. Cloud computing Pr. Barcode Pr.

Barcode Pr.
RFID Library visit
Library website
extension lecture
Assignment Assignment Searching techniques

Library networks

Demo of networks
Prepare Poster Pr.
Prepare charts Pr.
free software Pr.
KOHA software Pr.
Practice
Demo of Database Pr.
Creation of Database
Create library database sample
Create library database sample
Add in Library services
Practice of MS office
Practice of MS office
Practice of MS office
Practice of MS office
Prepare table in excel Pr.
Basic formula in excel pr.
Basic formula in excel pr.
Put up the formula in excel Pr. Put up the formula in excel Pr.
Exercise all syllabus in practical
Exercise all syllabus in practical

BPS Mahila Polytechnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Ms.Rajni

Discipline : ECE ,OMCA & LIS

Semester : 4th semester

Subject : English &Comr h &Communication sk

Lesson Plan Duration : 15 Weeks (Even Semester)

Work Load per week : Th (02) Pr (02)

Week	Theory		Practical	
	Lectur e Day	Topic	Practical Day	Topic
1st	1st	All The World is a stage- W.Shakespe are	1st	Reading Practice of the above lessons
	2nd	Life Sketch of Dr.Abdul Kalam	2nd	Comprehension exercises of unseen passage along with the given lesson

2nd	3rd	The Portrait of a Lady- Khushwant singh	3rd	Vocabulary enrichment and grammar exercises
	4th	The Doctor's words by R.K.Narayan	4th	Situational Conversation,requesting and responding to requests,expressing sympathy and condolence
3rd	5th	Correspondence:Enquiry Letters,placing orders,Complaints letters	5th	Warning:Asking and giving information
	6th	Report Writing	6th	Getting and giving permission
4th	7th	Memos	7th	Asking and giving opinions
	8th	Circulars	8th	A small formal and informal speech
5th	9th	Prepositions	9th	debate
	10th	1st Internal Exam	10th	1st Internal Exam

6th	11th	Speech by Dr.kiran Bedi at IIM Indore 2007 Leadership Concepts	11th	Seminar
	12th	Modren Means of Communication:(Video Conferencing,E-mail,Teleconferencing	12th	Interview Skills:Body language during the Interview
7th	13th	7Cs of communication	13th	Unseen Passage and vocabulary enhancement
	14th	Non-Verbal Communication:Significance,Types,and Techniques for effective communication	14th	Written and Oral drills
8th	15th	Barriers and Effectiveness in Listening Skills	15th	Participation in GDs with role playing

	16th	Barriers and Effectiveness in speaking Skills	16th	Presentation using audio visual aids and PPT
9th	17th	Press Release	17th	Interview Skills:Body l
	18th	Inspection Notes and Tips for notes taking	18th	Interview Skills:Body language during the Interview
10th	19th	Corrigendum writing	19th	Participation in GDs with role playing
	2oth	Conjunction	20th	Participation in GDs with role playing
11th	21th	Punctuation	21st	Vocabulary enrichment and grammar exercises
	22th	Idioms and Phrases	22nd	Vocabulary enrichment and grammar exercises
12th	23th	IInd Internal Test	23rd	IInd Internal Test
	24th	The Bet-Anton Chekov	24th	Telephonic Interview,face to face interview
13th	25th	Cover Letters,Telephone etiquettes	25th	Telephonic Interview,face to face interview

	26th	Drawing Inferences	26th	Telephonic Interview,face to face interview
14th	27th	Idioms and Phrases	27th	Persuasive presentation using multimedia aids
	28th	Pairs of Words Commonly misused and confused, Presentation skills	28th	Telephonic Interview,face to face interview
15th	29th	Translation of Administrative and Technical Terms in Hindi	29th	Telephonic Interview,face to face interview
	30th	3rd Internal Test	30th	3rd Internal Test

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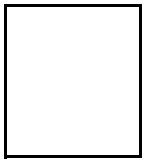
BPS Mahila Polytchnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : Ms. Sunita
Semester 4th
Subject English
Lesson Plan Duration : 15 Weeks (From15 Jan to 30 April, 2026)
Work Load per week : Th (02) Pr (02)

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st	1st	The Portrait of a Lady - Khushwant Singh	1st	Reading Practice of the above lessons in the Lab Activity classes.
	2nd	The Doctor's Word by R K Narayan	2nd	Comprehension exercises of unseen passages along with the given lessons.
2nd	3rd	The Bet - by Anton Chekov	3rd	Comprehension exercises of unseen passages along with the given lessons.
	4th	Prepositions	4th	Situational Conversation: Requesting and responding to requests;
3rd	5th	Conjunctions	5th	Expressing sympathy and condolence.
	6th	Modern means of Communication (Video Conferencing, e- mail, Teleconferencing	6th	Warning; Asking and giving information.
4th	7th	Effective Communication Skills: 7 C's of Communication	7th	Sessional
	8th	Non-verbal Communication – Significance, Types and	8th	Sessional
5th	9th	Communication	9th	Getting and giving permission.
	10th	Sessional	10th	Asking for and giving opinions.
6th	11th	Sessional	11th	A small formal and informal speech
	12th	Barriers and Effectiveness in Listening Skills	12th	A small formal and informal speech
7th	13th	Barriers and Effectiveness in Speaking Skills	13th	Seminar
	14th	Correspondence: Enquiry letters, placing orders,	14th	Seminar
8th	15th	Report Writing	15th	Debate.
	16th	Memos	16th	Debate.

9th	17th	Circulars	17th	Revision
	18th	Press Release	18th	Sessional
10th	19th	Inspection Notes and tips for	19th	Unseen Comprehension Passages
	20th	Sessional	20th	Interview and guidelines for success
11th	21st	Corrigendum writing	21st	Written and Oral Drills will be undertaken in the class to facilitate
	22nd	Cover Letter	22nd	Participation in a GD, Functional and Non-functional roles in GD, Case Studies and Role Plays
12th	23rd	Drawing inferences	23rd	Participation in a GD, Functional and Non-functional roles in GD, Case Studies and Role Plays
	24th	Speech by Dr Kiran Bedi at IIM Indore2007 Leadership Concepts	24th	Presentations, using audio-visual aids (including power-point).
13th	25th	Vocabulary enrichment and grammar exercises based on the above selective readings	25th	Telephonic interviews, face to face interviews
	26th	Punctuation	26th	Presentations as Mode of Communication: Persuasive Presentations using multi-media Aids
14th	27th	Idioms and Phrases, Pairs of words (Words commonly misused and confused)	27th	Group discussions: Concept and fundamentals of GD, and learning Group Dynamics
	28th	Translation of Administrative and Technical Terms in Hindi or Mother tongue	28th	Case Studies and Role Plays
15th	29th	Importance of developing employable and soft skills	29th	Revision
	30th	Resume Writing: Definition, Kinds of Resume, Difference between Bio-data and Curriculum Vitae and Preparing a Resume for Job/ Internship	30th	Sessional



LESSON PLAN			
NAME OF FACULTY	**komal kapoor**		
DISCIPLINE	**Electronics and communication Engineering**		
SEMESTER	**5th**		
SUBJECT	**CE**		
LESSON PLAN DURATION	**15 weeks**		
WORK LOAD (LECTURE/ PRACTICAL)	**THEORY-2**		**PRACTICAL-2**
WEEK	**THEORY**		**PRACTICAL**
	LECTURE DAY	**TOPIC**	**TOPIC**
1st	1	Microphones and Loudspeakers :Carbon, moving coil microphone	Introduction
	2	cordless microphone	
2nd	3	Direct radiating and horn loudspeaker	To Plot the frequency response of microphone
	4	Multi-speaker system,	
3rd	5	Public Address System	To Plot the frequency response of Loudspeaker
	6	Sound recording	
4th	7	Optical sound recording (CD system)	To study and use a public address system and its components
	8	Optical sound recording (DVD	
5th	9	Elements of TV communication system	practice
	10	Scanning and its need	
6th	11	Need of synchronizing and blanking pulses , VSB	TO observe the waveformsand measure voltages of color TVReceiver at different points
	12	Composite Video Signal	
7th	13	TV Receiver:Block Diagram,Function of each block	fault findindg in Colour TV
	14	Tv Receiver:waveforms at input and output of each block	

8th	15	Color TV: Primary, secondary colours	fault findindg in LED TV
	16	Concept of Mixing, Colour Triangle	
9th	17	Camera tube	To use a Color Pattern Generator with a color Tv
	18	PAL TV Receiver	
10th	19	Conceot of Compatibility with Monochrome Receiver	Installation of CCTV system
	20	NTSC, PAL, SECAM (brief comparison)	
11th	21	Introduction to Liquid Crystal and LED Screen Televisions	revision
	22	Basic principle and working of LCD TV.	
12th	23	Basic principle and working of LED TV.	Demonstration and operation of DTH System
	24	basic idea of digital audio and compression techniques	
13th	25	basic idea of digital video and compression technique	Demonstration and operation ofCCTV
	26	working of Cable TV	
14th	27	working of DTH	To visit the control room of cable TV station and identify its different components
	28	working of CCTV	
15th	29	Revision	internal test
	30	Test	

Nameofthefaculty : Shefali

Discipline :ECE

Semester :6th

Subject :EDM

LessonplanDuration :15WEEKS

Week	**LectureDay**	**Topic (IncludingAssignmenttest)**
1st	1st	• Concept/Meaninganditsneed • Qualitiesandfunctionsofentrepreneurandbarriersin entrepreneurship
	2nd	• Soleproprietorship and partnership forms andother forms of business organizations
	3rd	• Schemesofassistancebyentrepreneurial support agencies at National, State, District –level, organization: NSIC, NRDC, DC, MSME, SIDBI,NABARD,NIESBUD,HARDICONLtd.,Commercial Banks,SFC'sTCO,KVIB,DIC,Technology Business Incubators (TBI) andScience and Technology Entrepreneur Parks
2nd	1st	• Scanningofthebusinessenvironment • Salient features of
		National and HaryanaState industrialpolicies and resultant business opportunities
	2nd	• Typesandconductofmarketsurvey • Assessmentofdemandandsupplyinpotentialareasofgrowth
	3rd	• Identifying businessopportunity • Considerationsinproductselection • Convertinganideaintoabusiness opportunity
3rd	1st	• Preliminaryprojectreport • Detailed project report including technical, economic and market feasibility
	2nd	• Commonerrorsinprojectreportpreparations • Exercisesonpreparationofprojectreport • Sampleprojectreport
		• Revision
		• Assignment-1 • Testof1,2&unit3

	3rd	importance of management • Functionsofmanagement:Importanceandprocessof planning, organizing, staffing, directing andcontrolling
4th	1st	• Principlesofmanagement(HenriFayol,F.W.Taylor)
	2nd	• Conceptandstructureofanorganization
	3rd	Typesofindustrialorganizationsandtheiradvantages
5th	1st	• Line organization, staff organization • Line and staff organization
	2nd	FunctionalOrganization
	3rd	a)Leadership DefinitionandNeed Qualities and functions of aleader
6th	1st	 ManagerVsleader
	2nd	Typesofleadership Casestudiesof great leaders
	3rd	b)Motivation Definitionandcharacteristics
7th	1st	Importanceofselfmotivation
	2nd	a) HumanResourceManagement • Introductionandobjective • IntroductiontoManpowerplanning,recruitment andselection
	3rd	• Introductiontoperformanceappraisalmethods
8th	1st	b) MaterialandStoreManagement • Introductionfunctions,
		andobjectivesABCAnalysisandEOQ
	2nd	C)Marketingandsales • Introduction,importance,and itsfunctions • Physicaldistribution

	3rd	IntroductiontopromotionmixSalespromotion
9th	1st	d) FinancialManagement • Introductions,importanceand itsfunctions
	2nd	• knowledge of income tax, sales tax, excise duty, custom duty, VAT, GST
		• Revision
		Assignment–2nd Testof4,5&unit6
	3rd	Introduction and importance of Healthy Work Culture in organization ComponentsofCulture
10th	1st	Importanceofattitude,valuesandbehavior.
	2nd	BehavioralScience–Individualandgroup behavior.
	3rd	Professionalethics–ConceptandneedofProfessionalEthicsand human values.
11th	1st	Meaning and definition ofaccounting
	2nd	Double entry system of bookkeeping Trading account, PLA account and balancesheet ofacompany
	3rd	Objectives ofFinancialManagement Profit Maximizationv/s Wealth Maximization
12th	1st	a)Total Quality b)Management(TQM) c)Statisticalprocess control
	2nd	TotalemployeesInvolvementJustintime(JIT)
	3rd	b) IntellectualPropertyRight(IPR) • Introduction,definition and itsimportance • Infringementrelatedtopatents,copyright,trademark
		Revision
		Assignment3rd Test7,8&unit9

LESSONPLAN

NameofFaculty: Ms. Shefali

Discipline: ECE

Semester: 1ST

Subject: EngineeringGraphics

Duration: 15Weeks

TeachingLoad:6Hourspractical/week

Week	Day Lecture	Topic
1	1	**UNIT-I** **IntroductiontoEngineeringDrawingandGraphics:** IntroductiontoEngineering Drawing and Graphics, Symbols and conventions-Conventions of Engineering Materials
	2	SectionalBreaksandConventionallines,CivilEngineeringSanitaryfittingsymbols, Electricalfittingsymbolsfordomesticinteriorinstallations.
2	1	**Geometrical construction**-geometrical figures such as triangles, rectangles, circles,ellipsesandcurves,hexagons,pentagonsbisectingalineandarc,division of line and circle with the help of drawing instruments.
	2	**TechnicalLetteringofAlphabetandNumerals:** Definitionandclassificationof lettering,Freehand(ofheightof5,8,12mm)andinstrumentallettering(ofheight 20 to 35 mm) : upper case and lower case, single and double stroke
3	1	Verticalandinclined(Gothiclettering)at75degreetohorizontalandwith suitableheighttowidthratio 7:4.
	2	**Dimensioning:**Necessityofdimensioning,methodandprinciplesofdimensioning (mainly theoretical instructions).
4	1	Dimensioningofoverallsizes,circles,threadedholes,chamferedsurfaces,angles, taperedsurfaces,
	2	Holes,equallyspacedonP.C.D.,countersunkholes,counterbored holes, cylindrical parts, narrow spaces and gaps, radii, curves and arches.
5	1	**Scales:Scales–**Needsandimportance(theoreticalinstructions),Typeofscales, DefinitionofRepresentativeFraction(R.F.)andLengthofScale.
	2	Todraw/constructplainanddiagonalscales.
6	1	DoubtSession
	2	1stsessional
7	1	**UNIT II** **Orthographic Projections:** Theory of orthographic projections (Elaborate theoreticalinstructions).Threeviewsoforthographicprojectionsofdifferent objects of given pictorial view of a block in 1st and 3rd angle.
	2	ProjectionofPointsindifferentquadrant,ProjectionofStraightLine(1stangle), Lineparalleltoboththeplanes
8	1	Lineperpendiculartoanyoneof thereferenceplaneandparalleltoothers,Line inclined to any one of the references and parallel to another plane.

	2	**Projection of Plane** – Different lamina like square rectangular, triangular, circle andHexagonalpentagon.Traceofplanes(HTandVT). Identificationofsurfaces.
9	1	**Sectioning:**Importanceandsalientfeatures,Drawingoffullsection,halfsection, partialorbrokenoutsections,Offsetsections,revolvedsectionsandremoved sections (theoretical only).
	2	Orthographicsectionalviewsofdifferentobjects.
10	1	Doubtsession
	2	2nd sessional
11	1	**UNIT III** Introduction of projection of right solids such as prism & pyramid (square, Pentagon, Hexagonal) cube, cone & cylinder (Axes perpendicular to H.P and paralleltoV.P.)Introductionofsectionsofrightsolids -Sectionplanes,Sectionsof Hexagonal prism, pentagon pyramid, cylinder and cone (Section plane parallel to anyone reference planes and perpendicular to V.P. and inclined to H.P.)
	2	DevelopmentofSurfaces–Developmentoflateralsurfacesofrightsolidslike cone, cylinder, pentagonal prism, pyramid and hexagonal pyramid (Simple problems)
12	1	**UNITIV:IsometricViews** Fundamentalsofisometricprojectionsandisometricscale. Isometricviewsof different laminas like circle, pentagon and hexagon.
	2	Isometricviewsofdifferentregularsolidslikecylinder,cone,cube,cuboid, pyramid and prism. Isometric views from given different orthographic projections(front,sideandtopview)
13	1	**UNIT-V:IntroductiontoAutoCAD** BasicintroductionandoperationalinstructionsofvariouscommandsinAutoCAD. At least two sheets of different objects on AutoCAD (given pictorial/isometric view of a block).
	2	AutoCADskillofstudentisevaluatedininternalassessmentonlynotinexternal exam.
14	1	Doubtsession
	2	3rd sessional
15	1	Revision
	2	Revision

LessonPlan,FTDepartment

Nameof faculty:
Disciline: FT Manoj
Semester: 4th
Subject: Garment Finishing

LessonPlan
Duration: 16weeks Jan-May2026
WorkLoad: Lectures-3

Week	Theory	
	Lectureday	**Topic**
1st	1st	PopularGarmentFinishes Wash-n-wear,ElastomericFinish,
	2nd	Do
	3rd	DurablePress,AntimicrobialFinish,
2nd	4th	Do
	5th	Do
	6th	SoilReleaseandUV Protection.
3rd	7th	Do
	8th	Do
	9th	Do
4th	10th	PopularGarmentWashes Objectives,EnzymeWash,Tinting,Softener Wash, Rinse Wash.
	11th	Do
	12th	Do
5th	13th	EnzymeWash,Tinting,SoftenerWash,RinseWash
	14th	Do
	15th	Do
6th	16th	Do
	17th	StoneWash,AcidWash,
	18th	Do
7th	19th	Do
	20th	GarmentCare:-ObjectiveLaundering proceduresforcotton,linen,woollen,silksand synthetics.
	21st	Do
8th	22nd	Do
	23rd	Do
	24th	test
9th	25th	Classificationofstainsandstainsremovers
	26th	Do

	27th	Do
10th	28th	Do
	29th	Do
	30th	test
11th	31st	Principleofdrycleaningand
	32nd	Do
	33rd	Do
12th	34th	Do
	35th	test
	36th	sequentialflowchartofdrycleaning,Laundry symbols (European Standards)
13th	37th	Do
	38th	Do
	39th	Do
14th	40th	Quality in Garment Finishing Colourmatchingandshadesorting
	41st	Do
	42nd	Do
15th	43rd	Do
	44th	Do
	45th	Do
16th	46th	revision
	47th	revision
	48th	revision

LessonPlan,FTDepartment

Nameof faculty: Manoj kumar
Disciline: FT
Semester: 4th
Subject: Minor project
LessonPlan Duration: 16weeks jan-may2026
WorkLoad: lectures-0,Practical-8

Week	Theory		Practical	
	Lecture day	Topic	Practicalday	Topic
1st			1st	CO1:Selectthe minorproject according to the need of relevant industries.
			2nd	Do
			3rd	Do
			4th	Do
2nd			5th	Do
			6th	Do
			7th	Do
			8th	Do
3rd			9th	Do
			10th	Do
			11th	Do
			12th	Do
4th			13th	Do
			14th	Do
			15th	Do
			16th	test
5th			17th	CO2: Work as a team member for successful completionofminorproject.
			18th	Do
			19th	Do
			20th	Do
6th			21st	Do
			22nd	Do
			23rd	Do
			24th	Do
7th			25th	Test
			26th	CO3:AcquireLifeLong Learningskills.
			27th	Do

			28th	Do
8th			29th	Do
			30th	Do
			31st	Do
			32nd	Do
9th			33rd	Do
			34th	Do
			35th	Do
			36th	Do
10th			37th	Do
			38th	Do
			39th	Do
			40th	Test
11th			41st	CO4:Writetheminorproject reporteffectively.
			42nd	Do
			43rd	Do
			44th	Do
12th			45th	Do
			46th	Do
			47th	Do
			48th	Test
13th			49th	CO5:Presenttheminor projectreportusingPPT.
			50th	Do
			51st	Do
			52nd	Do
14th			53rd	Do
			54th	Do
			55th	Do
			56th	Do
15th			57th	Do
			58th	Do
			59th	Revision
			60th	Revision
16th			61st	Revision
			62nd	Revision
			63rd	Revision
			64th	Revision

LessonPlan,FTDepartment

Nameof faculty: Manojkumar
Disciline: FT
Semester: 6TH
Subject: MAJOR PROJECT
LessonPlan Duration: 16weeks jan-may2026
WorkLoad: lectures-0,Practical-16

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st			1st	CO1: Select the major projectaccordingtothe need of relevant industries.
			2nd	Do
			3rd	Do
			4th	Do
2nd			5th	Do
			6th	Do
			7th	Do
			8th	Do
3rd			9th	Do
			10th	Do
			11th	Do
			12th	Do
4th			13th	Do
			14th	Do
			15th	Do
			16th	test
5th			17th	CO2: Work as a team memberforsuccessful completion of major project.
			18th	Do
			19th	Do
			20th	Do
6th			21st	Do
			22nd	Do
			23rd	Do
			24th	Do
7th			25th	Test
			26th	CO3:AcquireLifeLong Learningskills.
			27th	Do

			28th	Do
8th			29th	Do
			30th	Do
			31st	Do
			32nd	Do
9th			33rd	Do
			34th	Do
			35th	Do
			36th	Do
10th			37th	Do
			38th	Do
			39th	Do
			40th	Test
11th			41st	CO4: Write the major projectreporteffectively.
			42nd	Do
			43rd	Do
			44th	Do
12th			45th	Do
			46th	Do
			47th	Do
			48th	Test
13th			49th	CO5: Present the major projectreportusingPPT.
			50th	Do
			51st	Do
			52nd	Do
14th			53rd	Do
			54th	Do
			55th	Do
			56th	Do
15th			57th	Do
			58th	Do
			59th	Revision
			60th	Revision
16th			61st	Revision
			62nd	Revision
			63rd	Revision
			64th	Revision

LessonPlan,FTDepartment

Nameof faculty: Manoj kumar
Discipline: FT
Semester: 4th
Subject: Textile Testing
LessonPlanDuration: 16 weeksJan-May2026
WorkLoad: Practical-8

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st	1st		1st	Definition and techniques - random and biasedsampling.Samplingtechniquesfor fiber, yarn andfabric;
	2nd		2nd	Do
	3rd		3rd	Do
2nd	4th		4th	Do
	5th		5th	Do
	6th		6th	Test
3rd	7th		7th	Standard conditions for testing samples – RHandtemperaturefortesting,procedure to maintain the standard atmospheric condition.
	8th		8th	Do
	9th		9th	Do
4th	10th		10th	Do
	11th		11th	Assessthetextiles usingcolourmatchingcabinetbooth understandardlights,Standardlight
	12th		12th	Do
5th	13th		13th	Do
	14th		14th	Do
	15th		15th	test
6th	16th		16th	Yarncount:Beasleybalance.Importance and influence of count. Tear strength
	17th		17th	Do
	18th		18th	Crimp–Influenceofcrimponfabric properties,Shirley crimp tester.
7th	19th		19th	
	20th		20th	
	21st		21st	Tensilestrengthtester-raveledstrip method, grab methods.

8th	22nd		22nd	Do
	23rd		23rd	Do
	24th		24th	Do
9th	25th		25th	Ballistic strength tester -hydraulic burstingstrengthtester.FabricStretch properties. Air permeability tester. .
	26th		26th	Do
	27th		27th	Do
10th	28th		28th	Fabricabrasionresistance-Martindaleabrasiontester.testerPilling-I.C.Ipillboxtester.
	29th		29th	Do
	30th		30th	Do
11th	31st		31st	Do
	32nd		32nd	Test
	33rd		33rd	FabricDrape-Drapemeter.Fabric Stiffness-ShirleyStiffnesstester,Fabric crease resistance.
12th	34th		34th	Do
	35th		35th	Do
	36th		36th	Do
13th	37th		37th	Do
	38th		38th	Do
	39th		39th	test
14th	40th		40th	Moisture absorbency and wickability,Gram/SquareMeterand Fabric thickness. Fabric pH
	41st		41st	Colourfastnesstesting-washingfastness, rubbing fastness, light fastness.).
	42nd		42nd	Do
15th	43rd		43rd	Do
	44th		44th	Do
	45th		45th	Seamstrengthandseamslippage testing. Peelbondstrengthtesting-snap/button pull strength testingandzipperfastnesstesting.
16th	46th		46th	Do
	47th		47th	Do
	48th		48th	test

BPS Mahila Polytechnic, Khanpur Kalan

Lesson Plan

Name of the Faculty : **Ms.Rajni**

Discipline : **ECE ,OMCA & LIS**

Semester : **4th semester**

Subject : **English h &Communication skill -II**

Lesson Plan Duration : **15 Weeks (Even Semester)**

Work Load per week : **Th (02) Pr (02)**

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
1st	1st	All The World is a stage-W.Shakespeare	1st	Reading Practice of the above lessons
	2nd	Life Sketch of Dr.Abdul Kalam	2nd	Comprehension exercises of unseen passage along with the given lesson
2nd	3rd	The Portrait of a Lady-Khushwant singh	3rd	Vocabulary enrichment and grammar exercises
	4th	The Doctor's words by R.K.Narayan	4th	Situational Conversation,requesting and responding to requests,expressing sympathy and condolence
3rd	5th	Correspondence:Enquiry Letters,placing orders,Complaints letters	5th	Warning:Asking and giving information
	6th	Report Writing	6th	Getting and giving permission
4th	7th	Memos	7th	Asking and giving opinions
	8th	Circulars	8th	A small formal and informal speech
5th	9th	Prepositions	9th	debate
	10th	1st Internal Exam	10th	1st Internal Exam
6th	11th	Speech by Dr.kiran Bedi at IIM Indore 2007 Leadership Concepts	11th	Seminar
	12th	Modren Means of Communication:(Video Conferencing,E-mail,Teleconferencing	12th	Interview Skills:Body language during the Interview
7th	13th	7Cs of communication	13th	Unseen Passage and vocabulary enhancement

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic
	14th	Non-Verbal Communication:Significance,Types,and Techniques for effective communication	14th	Written and Oral drills
8th	15th	Barriers and Effectiveness in Listening Skills	15th	Participation in GDs with role playing
	16th	Barriers and Effectiveness in speaking Skills	16th	Presentation using audio visual aids and PPT
9th	17th	Press Release	17th	Interview Skills:Body language during the Inte
	18th	Inspection Notes and Tips for notes taking	18th	Interview Skills:Body language during the Interview
10th	19th	Corrigendum writing	19th	Participation in GDs with role playing
	2oth	Conjunction	20th	Participation in GDs with role playing
11th	21th	Punctuation	21st	Vocabulary enrichment and grammar exercises
	22th	Idioms and Phrases	22nd	Vocabulary enrichment and grammar exercises
12th	23th	IInd Internal Test	23rd	IInd Internal Test
	24th	The Bet-Anton Chekov	24th	Telephonic Interview,face to face interview
13th	25th	Cover Letters,Telephone etiquettes	25th	Telephonic Interview,face to face interview
	26th	Drawing Inferences	26th	Telephonic Interview,face to face interview
14th	27th	Idioms and Phrases	27th	Persuasive presentation using multimedia aids
	28th	Pairs of Words Commonly misused and confused, Presentation skills	28th	Telephonic Interview,face to face interview
15th	29th	Translation of Administrative and Technical Terms in Hindi	29th	Telephonic Interview,face to face interview
	30th	3rd Internal Test	30th	3rd Internal Test

Week	Theory		Practical	
	Lecture Day	Topic	Practical Day	Topic

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LESSON PLAN		
Name of Faculty: Shefali		
Discipline: ECE		
Subject: Computer Network		
Lesson Plan Duration : 15 weeks		
Work	**Theory**	
	Lecture Day	Topic(Including assignments/test)
	1	**Concept of network basics**
	2	Peer to peer network
	3	Server client network
1	4	LAN,MAN and MAN
	5	Network Services
	6	Topologies
	7	Switching Techniques
2	8	Revision/Assignment
	9	**OSI Model**
	10	Standards
	11	OSI Reference Model
3	12	OSI Physical Layer Concept
	13	OSI Data Link Layer Concept
	14	OSI Network Layer Concept
	15	OSI Transport Layer Concept
4	16	OSI SESSION Layer Concept
	17	OSI Presentation Layer Concept
	18	OSI Application Layer Concept
	19	Revision/Assignment
5	20	**Introduction to TCP/IP**
	21	Concept of Physical andLogical addressing
	22	Different classes of IP Addressing,specialIP address
	23	Subnetting and Super netting
6	24	Loopback concept
	25	IPV4andIPV6PacketFormat
	26	ConfiguringIPV4and IPV6
	27	Revision/Assignment
7	28	Revision/Assignment
	29	Cables and Connectors
	30	Types of cables ,shielded and unshielded Pairof cables
	31	(Straight wire cables, Cross Over cables)with color coding)
8	32	Ethernet specification and standardisation:
	33	10Mbps,100Mbps and1000Mbps,LeasedLines.
	34	UseofRJ45,RJ11, BNC,SCST.
	35	Revision/Assignment
9	36	Revision/Assignment
	37	Network connectivity
	38	NICs

	39	Hubs
10	40	Repeaters
	41	Switches
	42	Routers and routing protocol
	43	Configuring of routers
11	44	VOIP and Netto phone Telephony
	45	Revision/Assignment
	46	Revision/Assignment
	47	Revision/Assignment
12	48	**Network administration/security**
	49	Client/ Server Technology
	50	Server Management
	51	RAID Management
13	52	Cryptography
	53	Ethical hacking
	54	Revision/Assignment
	55	Revision/Assignment
14	56	**Wireless networking**
	57	Basics of wireless
	58	wireless MAN
	59	Networking
15	60	Wireless LAN
	61	Wi-FI
	62	Wimax and LiFi
16	63	Revision

Lesson Plan

Name of the Faculty : - Ms. Vineet

Discipline : - ECE

Semester : - Fourth

Subject : - Communication Systems

Lesson Plan Duration: - 15 Weeks

Workload (Lecture / Practical) per week (in hours):- Lectures-03, Practicals-02

Week	Theory		Practical	
	Lecture day	Topic(topic including assignment/test)	Practical day	Topic
1st	1st	AM/FM Transmitters -Classification of transmitters on the basis of modulation, service, frequency and power -Block diagram of AM transmitters and working of each stage -Block diagram and working principles of reactance FET and Armstrong FM transmitters	1st	To observe the waveforms at different stages of a AM low power transmitter
	2nd	AM/FM Transmitters -Classification of transmitters on the basis of modulation, service, frequency and power -Block diagram of AM transmitters and working of each stage -Block diagram and working principles of reactance FET and Armstrong FM transmitters		
	3rd	AM/FM Transmitters -Classification of transmitters on the basis of modulation, service, frequency and power -Block diagram of AM transmitters and working of each stage -Block diagram and working principles of reactance FET and Armstrong FM transmitters		
2nd	4th	AM/FM Transmitters -Classification of transmitters on the basis of modulation, service, frequency and power -Block diagram of AM transmitters and working of each stage -Block diagram and working principles of reactance FET and Armstrong FM transmitters	2nd	To observe the waveforms at different stages of a Radio Receiver
	5th	AM/FM Transmitters -Classification of transmitters on the basis of modulation, service, frequency		

		and power -Block diagram of AM transmitters and working of each stage -Block diagram and working principles of reactance FET and Armstrong FM transmitters		
	6th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. Concepts of simple and delayed AGC Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.		
3rd	7th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. - Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.	3rd	To align AM broadcast radio receiver
	8th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. - Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.		
	9th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure.		

		- Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.		
4th	10th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. -Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.	4th	To align the dish antenna
	11th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. -Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.		
	12th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. - Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.		
5th	13th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. - Concepts of simple and delayed AGC	5th	To identify and study the various types of antennas used in different frequency ranges.

		-Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.		
	14th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. - Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.		
	15th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. - Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks.		
6th	16th	AM/FM Radio Receivers -Principle and working with block diagram of super heterodyne AM receiver, Function of each block and typical waveform at input and output of each block -Performance characteristics of a radio receiver: sensitivity, selectivity, fidelity, S/N ratio, image rejection ratio and their measurement procedure. - Concepts of simple and delayed AGC -Block diagram of an FM receiver, function of each block and waveforms at input and output of different blocks. -Assignment	6th	To plot the radiation pattern of directional and omnidirectional antenna.
	17th	Test		
	18th	Antennas: -Electromagnetic spectrum and its various ranges: VLF, LF, MF,HF, VHF, UHF, Microwave -Physical concept of radiation of electromagnetic energy from a dipole. Concept of polarization of EM Waves. -Definition and physical concepts of the terms used with antenna like point source, gain directivity, aperture,		

		effective area, radiation pattern, beam width and radiation resistance, loss resistance. -Types of antennas –brief description, characteristics and typical applications of half wave dipole, folded dipole, patch , loop, Ferrite rod, Yagi antenna, Dish antenna		
7th	19th	Antennas: -Electromagnetic spectrum and its various ranges: VLF, LF, MF,HF, VHF, UHF, Microwave -Physical concept of radiation of electromagnetic energy from a dipole. Concept of polarization of EM Waves. -Definition and physical concepts of the terms used with antenna like point source, gain directivity, aperture, effective area, radiation pattern, beam width and radiation resistance, loss resistance. -Types of antennas –brief description, characteristics and typical applications of half wave dipole, folded dipole, patch , loop, Ferrite rod, Yagi antenna, Dish antenna	7th	To plot the variation of field strength of a radiated wave, with distance from transmitting antenna
	20th	Antennas: -Electromagnetic spectrum and its various ranges: VLF, LF, MF,HF, VHF, UHF, Microwave -Physical concept of radiation of electromagnetic energy from a dipole. Concept of polarization of EM Waves. -Definition and physical concepts of the terms used with antenna like point source, gain directivity, aperture, effective area, radiation pattern, beam width and radiation resistance, loss resistance. -Types of antennas –brief description, characteristics and typical applications of half wave dipole, folded dipole, patch , loop, Ferrite rod, Yagi antenna, Dish antenna		
	21st	Antennas: -Electromagnetic spectrum and its various ranges: VLF, LF, MF,HF, VHF, UHF, Microwave -Physical concept of radiation of electromagnetic energy from a dipole. Concept of polarization of EM Waves. -Definition and physical concepts of the terms used with antenna like point source, gain directivity, aperture, effective area, radiation pattern, beam width and radiation resistance, loss resistance. -Types of antennas –brief description, characteristics and typical applications of half wave dipole, folded dipole,		

		patch , loop, Ferrite rod, Yagi antenna, Dish antenna		
8th	22nd	Antennas: -Electromagnetic spectrum and its various ranges: VLF, LF, MF,HF, VHF, UHF, Microwave -Physical concept of radiation of electromagnetic energy from a dipole. Concept of polarization of EM Waves. -Definition and physical concepts of the terms used with antenna like point source, gain directivity, aperture, effective area, radiation pattern, beam width and radiation resistance, loss resistance. -Types of antennas –brief description, characteristics and typical applications of half wave dipole, folded dipole, patch , loop, Ferrite rod, Yagi antenna, Dish antenna	8th	To study and rectify different faults in broadcast radio receiver
	23rd	Antennas: -Electromagnetic spectrum and its various ranges: VLF, LF, MF,HF, VHF, UHF, Microwave -Physical concept of radiation of electromagnetic energy from a dipole. Concept of polarization of EM Waves. -Definition and physical concepts of the terms used with antenna like point source, gain directivity, aperture, effective area, radiation pattern, beam width and radiation resistance, loss resistance. -Types of antennas –brief description, characteristics and typical applications of half wave dipole, folded dipole, patch , loop, Ferrite rod, Yagi antenna, Dish antenna		
	24th	Antennas: -Electromagnetic spectrum and its various ranges: VLF, LF, MF,HF, VHF, UHF, Microwave -Physical concept of radiation of electromagnetic energy from a dipole. Concept of polarization of EM Waves. -Definition and physical concepts of the terms used with antenna like point source, gain directivity, aperture, effective area, radiation pattern, beam width and radiation resistance, loss resistance. -Types of antennas –brief description, characteristics and typical applications of half wave dipole, folded dipole, patch , loop, Ferrite rod, Yagi antenna, Dish antenna		
9th	25th	Propagation -Basic idea about different modes of wave propagation and typical areas of application. Ground wave propagation	9^{th}	Revision

		and its characteristics. -Space wave communication-line of sight propagation, standard atmosphere, structure of standard atmosphere		
	26th	Propagation -Basic idea about different modes of wave propagation and typical areas of application. Ground wave propagation and its characteristics. -Space wave communication-line of sight propagation, standard atmosphere, structure of standard atmosphere		
	27th	Propagation -Basic idea about different modes of wave propagation and typical areas of application. Ground wave propagation and its characteristics. -Space wave communication-line of sight propagation, standard atmosphere, structure of standard atmosphere		
10th	28th	Propagation -Basic idea about different modes of wave propagation and typical areas of application. Ground wave propagation and its characteristics. -Space wave communication-line of sight propagation, standard atmosphere, structure of standard atmosphere	10th	Revision
	29th	Propagation -Basic idea about different modes of wave propagation and typical areas of application. Ground wave propagation and its characteristics. -Space wave communication-line of sight propagation, standard atmosphere, structure of standard atmosphere		
	30th	Propagation -Basic idea about different modes of wave propagation and typical areas of application. Ground wave propagation and its characteristics. -Space wave communication-line of sight propagation, standard atmosphere, structure of standard atmosphere		
11th	31st	Propagation -Basic idea about different modes of wave propagation and typical areas of application. Ground wave propagation and its characteristics. -Space wave communication-line of sight propagation, standard atmosphere, structure of standard atmosphere -Assignment	11th	Revision

	32nd	Test		
	33rd	Propagation - Sky wave propagation-ionosphere and its layers. Explanation of terms-virtual height, critical frequency, maximum usable frequency, multiple hop propagation		
12th	34th	Propagation - Sky wave propagation-ionosphere and its layers. Explanation of terms-virtual height, critical frequency, maximum usable frequency, multiple hop propagation	12th	Revision
	35th	Propagation - Sky wave propagation-ionosphere and its layers. Explanation of terms-virtual height, critical frequency, maximum usable frequency, multiple hop propagation		
	36th	Propagation - Sky wave propagation-ionosphere and its layers. Explanation of terms-virtual height, critical frequency, maximum usable frequency, multiple hop propagation		
13th	37th	Propagation - Sky wave propagation-ionosphere and its layers. Explanation of terms-virtual height, critical frequency, maximum usable frequency, multiple hop propagation	13th	Revision
	38th	Satellite Communication: -Basic idea, passive and active satellites, Meaning of terms : orbit, apogee, perigee -Geostationary satellite and its need. Block diagram and explanation of satellite communication link -Introduction to VSAT and its features		
	39th	Satellite Communication: -Basic idea, passive and active satellites, Meaning of terms : orbit, apogee, perigee -Geostationary satellite and its need. Block diagram and explanation of satellite communication link -Introduction to VSAT and its features		
14th	40th	Satellite Communication: -Basic idea, passive and active satellites, Meaning of terms : orbit, apogee, perigee -Geostationary satellite and its need. Block diagram and explanation of satellite communication link -Introduction to VSAT and its features	14th	Revision
	41st	Satellite Communication: -Basic idea, passive and active satellites, Meaning of terms : orbit, apogee, perigee -Geostationary satellite and its need.		

		Block diagram and explanation of satellite communication link -Introduction to VSAT and its features		
	42nd	Satellite Communication: -Basic idea, passive and active satellites, Meaning of terms : orbit, apogee, perigee -Geostationary satellite and its need. Block diagram and explanation of satellite communication link -Introduction to VSAT and its features		
15th	43rd	Satellite Communication: -Basic idea, passive and active satellites, Meaning of terms : orbit, apogee, perigee -Geostationary satellite and its need. Block diagram and explanation of satellite communication link -Introduction to VSAT and its features	15th	Revision
	44th	Satellite Communication: -Basic idea, passive and active satellites, Meaning of terms : orbit, apogee, perigee -Geostationary satellite and its need. Block diagram and explanation of satellite communication link -Introduction to VSAT and its features -Assignment		
	45th	Test		

Lesson Plan, FT Department

Name of faculty: Rajesh Malik
Disciline: FT
Semester: 6th
Subject: pattern making and grading
Lesson Plan Duration: 16 weeks
Work Load : lectures-0, Practical-3

Week	Theory		Practical				
	Lecture day	Topic	Practical day	Topic			
1st			1st	Dart Manipulation by slash and sread method			
			2nd	Dart Manipulation by pivotal method			
			3rd	Dart Manipulation into Single dart series			
2nd			4th	Dart Manipulation into two dart series			
			5th	Dart Manipulation into two dart series			
			6th	Dart Manipulation into multiple dart series			
3rd			7th	Dart Manipulation into single lines series			
			8th	Dart Manipulation into yokes			
			9th	Control of Fullness through Pleats			
4th			11th	Control of Fullness through Darts			
			12th	Control of Fullness through Gathers			
			13th	Control of Fullness through Tucks			
5th			14th	Control of Fullness through additional Fullness			
			15th	Developing patterns for garmentsBoys shorts			
			16th	Developing patterns for garments boys shorts			
6th			17th	Developing patterns for garments boys shorts			
			18th	Developing patterns for garments jumpsuits			
			19th	Developing patterns for garments jumpsuits			
7th			20th	Developing patterns for garments jumpsuits			
			21st	Developing patterns for garments skirts and tops			
			22nd	Developing patterns for garments skirts and top			
8th			23rd	Developing patterns for garments skirts and top			
			24th	Developing patterns for garments one piece dress			
			25th	Developing patterns for garments one piece dress			
9th			26th	Developing patterns for garments one piece dress			
			27th	Introduction to Track Grading			
			28th	Introduction to Track Grading			
10th			29th	Introduction to nest Grading			
			30th	Introduction to nest Grading			
			31st	Introduction to Grading Basic bodice block			
11th			32nd	Introduction to Grading Basic bodice block			
			33rd	Introduction to skirt block			
			34th	Introduction to skirt block			
12th			35th	Assignment			
			36th	Assignment			
			37th	Assignment			
13th			38th	Revision			
			39th	Revision			
			40th	Revision			
14th			41st	Revision			
			42nd	Revision			
			43th	Revision			
15th			43th	Revision			
			44th	Revision			
			45th	Revision			
16th			46th	Revision			
			47th	Revision			
			48th	Revision			

NOTE: if we have to take class on sessional day , then I will follow the above said lesson plan, otherwise lesson planof sssional day may be shift to next day

Lesson Plan,FT Department

Name of faculty: Himanshi
Disciline: FT
Semester: 4th
Subject: FR
Lesson Plan Duratic 16 weeks March 2023 to July 2023)
Work Load : lectures-2

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st	1st	Concept of Retailing- Definition Importance and function		
	2nd	Concept of Retailing- Definition Importance and function		
2nd	3rd	Concept of Retailing- Definition Importance and function		
	4th	Concept of Retailing- Definition Importance and function		
3rd	5th	Definition-cost price,selling price, markups, markdowns,brokers		
	6th	Definition-cost price,selling price, markups, markdowns,brokers		
4th	7th	Definition-cost price,selling price, markups, markdowns,brokers		
	8th	Introduction to retail organization-Departmental store		
5th	9th	Discount Store, Speciality store		
	10th	E-Retailing, direct retailing		
6th	11th	Chain store, Destination store		
	12th	Party plan, warehouse club		
7th	13th	Franchisee, Supermarket, Chain store		
	14th	Channels of distribution-Definition& Explanation		
8th	15th	Channels of distribution-Definition& Explanation		
	16th	Channels of distribution-Definition& Explanation		
9th	17th	Channels of distribution-Definition& Explanation		
	18th	Sales promotion policies- Definition,procedures & types		
10th	19th	Sales promotion policies- Definition,procedures & types		
	20th	Sales promotion policies- Definition,procedures & types		
11th	21st	Concept of Visual Merchandising- Definition & elements		
	22nd	Concept of Visual Merchandising- Definition & elements		
12th	23rd	Concept of Visual Merchandising- Definition & elements		
	24th	Revision		
13th	25th	Revision		
	26th	Revision		
14th	27th	Revision		
	28th	Revision		
15th	29th	Revision		
	30th	Revision		
16th	31st	Revision		
	32nd	Revision		

NOTE: if we have to take class on sessional day , then I will follow the above said lesson plan, otherwise lesson planof sssional day may be shift to next day

Lesson Plan,FT Department

Name of faculty: Himanshi
Disciline: FT
Semester: 4th
Subject: draping
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectures-2

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st			1st	Introduction to Equipment Needed
			2nd	Introduction to Equipment Needed
2nd			3rd	Introduction to Dressform/Dummies
			4th	Introduction to Dressform/Dummies
3rd			5th	Introduction to grain
			6th	Introduction to Prepration of fabric
4th			7th	Introduction to Prepration of fabric
			8th	Introduction to Seam Allowance/ Ease
5th			9th	Draping of Basic Bodice front & back
			10th	Draping of Basic Bodice front & back
6th			11th	Draping of Basic Bodice front & back
			12th	Draping of Basic Bodice front & back
7th			13th	Draping of Basic skirt front & back
			14th	Draping of Basic skirt front & back
8th			15th	Draping of Basic skirt front & back
			16th	Draping of Basic skirt front & back
9th			17th	Draping of Bodice variations
			18th	Draping of Bodice variations
10th			19th	Draping of Bodice variations
			20th	Draping of Bodice with cowl
11th			21st	Draping of Bodice with cowl
			22nd	Draping of Bodice with cowl
12th			23rd	Skirt Variation- Flared
			24th	Skirt Variation- Flared
13th			25th	Skirt Variation- Flared
			26th	Skirt Variation- Flared
14th			27th	Assignments
			28th	Assignments
15th			29th	Assignments
			30th	Assignments
16th			31st	Assignments
			32nd	Assignments

NOTE: if we have to take class on sessional day , then I will follow the above said lesson plan, otherwise lesson planof sssional day may be shift to next day

Lesson Plan, FT Department

Name of faculty: Maya
Disciline: FT
Semester: 4th
Subject: CAD in Fashion Technology-2
Lesson Plan Duration: 16weeks March 2023 to July 2023)
Work Load : lectures-0, Practical-3

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st			1st	Applications of tools of COREL DRAW & PHOTOSHOP
			2nd	Applications of tools of COREL DRAW & PHOTOSHOP
			3rd	Applications of tools of COREL DRAW & PHOTOSHOP
2nd			4th	Applications of tools of COREL DRAW & PHOTOSHOP
			5th	Applications of tools of COREL DRAW & PHOTOSHOP
			6th	Drawing of 3 Female Flash Figures(Front,Back& Side)
3rd			7th	Drawing of 3 Female Flash Figures(Front,Back& Side)
			8th	Drawing of 3 Female Flash Figures(Front,Back& Side)
			9th	Designing Executive Wear with Accessories
4th			11th	Designing Executive Wear with Accessories
			12th	Designing Executive Wear with Accessories
			13th	Drape a Saree With Masking Effect
5th			14th	Drape a Saree With Masking Effect
			15th	Drape a Saree With Masking Effect
			16th	Drape a Saree With Masking Effect
6th			17th	Drape a Saree With Masking Effect
			18th	Scaning and Rdesigning famous fashion model wear
			19th	Scaning and Rdesigning famous fashion model wear
7th			20th	Scaning and Rdesigning famous fashion model wear
			21st	Mood Board and Story Board Designing
			22nd	Mood Board and Story Board Designing
8th			23rd	Mood Board and Story Board Designing
			24th	Mood Board and Story Board Designing
			25th	Mood Board and Story Board Designing
9th			26th	Mood Board and Story Board Designing
			27th	Logo & Labels Designing
			28th	Logo & Labels Designing
10th			29th	Logo & Labels Designing
			30th	Logo & Labels Designing
			31st	Logo & Labels Designing
11th			32nd	Create a Broucher for your own label
			33rd	Create a Broucher for your own label
			34th	Create a Broucher for your own label
12th			35th	Create a Broucher for your own label
			36th	Create a Broucher for your own label
			37th	Assignments & practice
13th			38th	Assignments & practice
			39th	Assignments & practice
			40th	Assignments & practice
14th			41st	Assignments & practice
			42nd	Assignments & practice
			43th	Assignments & practice
15th			43th	Assignments & practice
			44th	Assignments & practice
			45th	Assignments & practice
16th			46th	Assignments & practice
			47th	Assignments & practice
			48th	Assignments & practice

NOTE: if we have to take class on sessional day , then I will follow the above said lesson plan, otherwise lesson planof sssional day may be shift to next day

Lesson Plan, FT Department

Name of faculty: Himanshi
Disciline: FT
Semester: 6th
Subject: Advanced pattern making-II
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectures-0, Practical-4

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st			1st	Preparing Industrial Pattern of Men's Trouser
			2nd	Preparing Industrial Pattern of Men's Trouser
			3rd	Preparing Industrial Pattern of Men's Trouser
			4th	Preparing Industrial Pattern of Men's Trouser
2nd			5th	Preparing Industrial Pattern of Men's Trouser
			6th	Preparing Industrial Pattern of Men's Trouser
			7th	Preparing Industrial Pattern of Men's Trouser
			8th	Preparing Industrial Pattern of Men's Trouser
3rd			9th	Preparing Industrial Pattern of Men's Trouser
			10th	Preparing Industrial Pattern of Men's Trouser
			11th	Preparing Industrial Pattern of Men's Waistcoat
			12th	Preparing Industrial Pattern of Men's Waistcoat
4th			13th	Preparing Industrial Pattern of Men's Waistcoat
			14th	Preparing Industrial Pattern of Men's Waistcoat
			15th	Preparing Industrial Pattern of Men's Waistcoat
			16th	Preparing Industrial Pattern of Men's Waistcoat
5th			17th	Preparing Industrial Pattern of Men's Waistcoat
			18th	Preparing Industrial Pattern of Men's Waistcoat
			19th	Preparing Industrial Pattern of Men's Waistcoat
			20th	Preparing Industrial Pattern of Men's Waistcoat
6th			21st	Preparing Industrial Pattern of Men's Kurta
			22nd	Preparing Industrial Pattern of Men's Kurta
			23rd	Preparing Industrial Pattern of Men's Kurta
			24th	Preparing Industrial Pattern of Men's Kurta
7th			25th	Preparing Industrial Pattern of Men's Kurta
			26th	Preparing Industrial Pattern of Men's Kurta
			27th	Preparing Industrial Pattern of Men's Kurta
			28th	Preparing Industrial Pattern of Men's Kurta
8th			29th	Preparing Industrial Pattern of Men's Kurta
			30th	Preparing Industrial Pattern of Men's Kurta
			31st	Preparing Industrial Pattern of Men's Pyjama
			32nd	Preparing Industrial Pattern of Men's Pyjama
9th			33rd	Preparing Industrial Pattern of Men's Pyjama
			34th	Preparing Industrial Pattern of Men's Pyjama
			35th	Preparing Industrial Pattern of Men's Pyjama
			36th	Preparing Industrial Pattern of Men's Pyjama
10th			37th	Preparing Industrial Pattern of Men's Pyjama
			38th	Preparing Industrial Pattern of Men's Pyjama
			39th	Preparing Industrial Pattern of Men's Pyjama
			40th	Preparing Industrial Pattern of Men's Pyjama
11th			41st	Preparing Industrial Pattern of Men's Shirt
			42nd	Preparing Industrial Pattern of Men's Shirt
			43rd	Preparing Industrial Pattern of Men's Shirt
			44th	Preparing Industrial Pattern of Men's Shirt
12th			45th	Preparing Industrial Pattern of Men's Shirt
			46th	Preparing Industrial Pattern of Men's Shirt
			47th	Preparing Industrial Pattern of Men's Shirt
			48th	Preparing Industrial Pattern of Men's Shirt
13th			49th	Preparing Industrial Pattern of Men's Shirt
			50th	Assignment & Practicing
			51st	Assignment & Practicing
			52nd	Assignment & Practicing
14th			53rd	Assignment & Practicing
			54th	Assignment & Practicing
			55th	Assignment & Practicing
			56th	Assignment & Practicing
15th			57th	Assignment & Practicing
			58th	Assignment & Practicing
			59th	Assignment & Practicing
			60th	Assignment & Practicing
16th			61st	Assignment & Practicing
			62nd	Assignment & Practicing
			63rd	Assignment & Practicing
			64th	Assignment & Practicing

NOTE: if we have to take class on sessional day , then I will follow the above said lesson plan, otherwise lesson planof sssional day may be shift to next day

Lesson Plan, FT Department				
Name of faculty:	Sanya			
Disciline:	FT			
Semester:	6th			
Subject:	Garment Construction-IV			
Lesson Plan Duration:	16 weeks March 2023 to July 2023)			
Work Load :	Practical-8			
Week	**Theory**		**Practical**	
	Lecture day	**Topic**	**Practical day**	**Topic**
1st			1st	Men's Shirt
			2nd	Men's Shirt
			3rd	Men's Shirt
			4th	Men's Shirt
2nd			5th	Men's Shirt
			6th	Men's Shirt
			7th	Men's Shirt
			8th	Men's Shirt
3rd			9th	Men's Shirt
			10th	Men's Shirt
			11th	Men's Shirt
			12th	Men's Shirt
4th			13th	Men's Shirt
			14th	Men's Shirt
			15th	Men's Shirt
			16th	Men's Shirt
5th			17th	Trouser
			18th	Trouser
			19th	Trouser
			20th	Trouser
6th			21st	Trouser
			22nd	Trouser
			23rd	Trouser
			24th	Trouser
7th			25th	Trouser
			26th	Trouser
			27th	Trouser
			28th	Trouser
8th			29th	Trouser
			30th	Trouser
			31st	Trouser
			32nd	Trouser
9th			33rd	Trouser
			34th	Trouser
			35th	Trouser
			36th	Trouser
10th			37th	Revision
			38th	Revision
			39th	Revision
			40th	Revision
11th			41st	Revision
			42nd	Revision
			43rd	Revision
			44th	Revision
12th			45th	Waist Coat
			46th	Waist Coat
			47th	Waist Coat
			48th	Waist Coat
13th			49th	Waist Coat
			50th	Waist Coat
			51st	Waist Coat
			52nd	Waist Coat
14th			53rd	Waist Coat
			54th	Waist Coat
			55th	Waist Coat
			56th	Waist Coat
15th			57th	Kurta-Pyjama
			58th	Kurta-Pyjama
			59th	Kurta-Pyjama
			60th	Kurta-Pyjama
16th			61st	Kurta-Pyjama
			62nd	Kurta-Pyjama
			63rd	Kurta-Pyjama
			64th	Kurta-Pyjama

NOTE: if we have to take class on sessional day , then I will follow the above said lesson plan, otherwise lesson planof sssional day may be shift to next day

Lesson Plan, FT Department

Name of faculty: Sanya
Disciline: FT
Semester: 4th
Subject: Garment Construction- II
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : Practical-6

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st			1st	Jumpsuit
			2nd	Jumpsuit
			3rd	Jumpsuit
2nd			4th	Jumpsuit
			5th	Jumpsuit
			6th	Jumpsuit
3rd			7th	Jumpsuit
			8th	Jumpsuit
			9th	Jumpsuit
4th			10th	Boys shorts
			11th	Boys shorts
			12th	Boys shorts
5th			13th	Boys shorts
			14th	Boys shorts
			15th	Boys shorts
6th			16th	Boys shorts
			17th	Boys shorts
			18th	Boys shorts
7th			19th	Circular Skirt
			20th	Circular Skirt
			21st	Circular Skirt
8th			22nd	Circular Skirt
			23rd	Circular Skirt
			24th	Circular Skirt
9th			25th	Circular Skirt
			26th	Circular Skirt
			27th	Circular Skirt
10th			28th	T-Shirt
			29th	T-Shirt
			30th	T-Shirt
11th			31st	T-Shirt
			32nd	T-Shirt
			33rd	T-Shirt
12th			34th	T-Shirt
			35th	T-Shirt
			36th	T-Shirt
13th			37th	revision
			38th	revision
			39th	revision
14th			40th	revision
			41st	revision
			42nd	revision
15th			43rd	revision
			44th	revision
			45th	revision
16th			46th	revision
			47th	revision
			48th	revision

NOTE: if we have to take class on sessional day , then I will follow the above said lesson plan, otherwise lesson planof sssional day may be shift to next day

Lesson Plan,FT Department

Name of faculty: Manoj Kumar
Disciline: FT
Semester: 4th
Subject: PMQC
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectures-3

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st	1st	basic production term		
	2nd	basic production term		
	3rd	production process		
2nd	4th	progressive system		
	5th	progressive system		
	6th	modular system		
3rd	7th	modular system		
	8th	unit prod. System		
	9th	unit prod. System		
4th	10th	material handling		
	11th	material handling		
	12th	material handling		
5th	13th	need of material handling		
	14th	quality and its importance		
	15th	QC and its 7 tools		
6th	16th	QC and its 7 tools		
	17th	QC and its 7 tools		
	18th	revision		
7th	19th	quality assurance		
	20th	quality standard		
	21st	inspection		
8th	22nd	types of inspection		
	23rd	revision		
	24th	4 point inspection		
9th	25th	10 point inspection		
	26th	AQL		
	27th	revision		
10th	28th	ISO		
	29th	ISO 9000 series		
	30th	ISO 9000 series		
11th	31st	ISO 9000 series		
	32nd	ISO needs		
	33rd	ISO benefits		
12th	34th	revision		
	35th	critical defects		
	36th	critical defects		
13th	37th	revision		
	38th	major defects		
	39th	major defects		
14th	40th	major defects		
	41st	revision		
	42nd	minor defects		
15th	43rd	minor defects		
	44th	minor defects		
	45th	revision		
16th	46th	revision		
	47th	revision		
	48th	revision		

Lesson Plan,FT Department

Name of faculty: Manoj Kumar
Disciline: FT
Semester: 4th
Subject: Textile Testing
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : Practical - 6

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st	1st		1st	light fastness test
	2nd		2nd	light fastness test
	3rd		3rd	light fastness test
2nd	4th		4th	light fastness test
	5th		5th	colur fastness to wash test
	6th		6th	colur fastness to wash test
3rd	7th		7th	rubbing fastness
	8th		8th	rubbing fastness
	9th		9th	rubbing fastness
4th	10th		10th	rubbing fastness
	11th		11th	shade matching
	12th		12th	shade matching
5th	13th		13th	shade matching
	14th		14th	strength test
	15th		15th	strength test
6th	16th		16th	strength test
	17th		17th	strength test
	18th		18th	pilling test
7th	19th		19th	pilling test
	20th		20th	pilling test
	21st		21st	pilling test
8th	22nd		22nd	puckering test
	23rd		23rd	puckering test
	24th		24th	bowing nad skewness test
9th	25th		25th	bowing nad skewness test
	26th		26th	bowing nad skewness test
	27th		27th	draping test
10th	28th		28th	draping test
	29th		29th	draping test
	30th		30th	draping test
11th	31st		31st	button strength test
	32nd		32nd	button strength test
	33rd		33rd	button strength test
12th	34th		34th	button strength test
	35th		35th	zipper functional test
	36th		36th	zipper functional test
13th	37th		37th	zipper functional test
	38th		38th	zipper functional test
	39th		39th	gsm
14th	40th		40th	gsm
	41st		41st	gsm
	42nd		42nd	gsm
15th	43rd		43rd	revision
	44th		44th	revision
	45th		45th	revision
16th	46th		46th	revision
	47th		47th	revision
	48th		48th	revision

Lesson Plan,FT Department

Name of faculty: Himanshi
Disciline: FT
Semester: 6th
Subject: Basic Management
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectuers -3

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st	1st	management		
	2nd	function of management		
	3rd	structure of organization		
2nd	4th	line organization		
	5th	functional organization		
	6th	line and functional org.		
3rd	7th	hierarchical management str.		
	8th	departmenatlization		
	9th	healthy work culture		
4th	10th	components of work culture		
	11th	attitude value and behaviour		
	12th	attitude value and behaviour		
5th	13th	professional ethics		
	14th	professional ethics		
	15th	and its need		
6th	16th	manager vs leader		
	17th	charactersitcs		
	18th	maslows theory		
7th	19th	job satisfaction		
	20th	labour welfare scheme		
	21st	wage payment, incentive		
8th	22nd	wages act		
	23rd	HRD		
	24th	HRD		
9th	25th	Material & store mngt.		
	26th	Material & store mngt.		
	27th	marketting and sales		
10th	28th	financial mngt.		
	29th	financial mngt.		
	30th	maintenance mangt.		
11th	31st	CRM, needs, types		
	32nd	CRM, needs, types		
	33rd	CRM, needs, types		
12th	34th	TQM		
	35th	TQM		
	36th	IPR & its types		
13th	37th	IPR & its types		
	38th	IPR & its types		
	39th	revison		
14th	40th	revison		
	41st	revison		
	42nd	revison		
15th	43rd	revison		
	44th	revison		
	45th	revison		
16th	46th	revison		
	47th	revison		
	48th	revison		
17th	49th	revison		
	50th	revison		
	51st	revison		

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Lesson Plan,FT Department

Name of faculty: Manoj Kumar
Disciline: FT
Semester: 6TH
Subject: Project Work
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : Practical - (10

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st				one dress based on draping method (dress design should be new and students should design it with their knowledge)
2nd				
3rd				
4th				dress based on pattern making method(dress design should be new and students should design it with their knowledge)
5th				
6th				
7th				
8th				dress decorative with embroidery method(dress design should be new and students should design it with their knowledge)
9th				
10th				
11th				
12th				dress combination of traditional and western (dress design should be new and students should design it with their knowledge)
13th				
14th				
15th				
16th				rvsn

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Lesson Plan,FT Department

Name of faculty: Maya
Disciline: FT
Semester: 6th
Subject: IGI
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectuers- 4

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st	1st	design department		
	2nd	design department		
	3rd	design department		
	4th	merchandising department		
2nd	5th	merchandising department		
	6th	finance department		
	7th	finance department		
	8th	finance department		
3rd	9th	production department		
	10th	production department		
	11th	production department		
	12th	fabric ordering and receiving		
4th	13th	fabric ordering and receiving		
	14th	pattern making work		
	15th	pattern making work		
	16th	cutting and bundlling		
5th	17th	cutting and bundlling		
	18th	cutting and bundlling		
	19th	trims and notion distribution		
	20th	trims and notion distribution		
6th	21st	assembly line		
	22nd	assembly line		
	23rd	construction operation in assembly line		
	24th	packaging and shipping		
7th	25th	packaging and shipping		
	26th	customer segment		
	27th	customer segment		
	28th	customer segment		
8th	29th	proportion		
	30th	proportion		
	31st	proportion		
	32nd	basis of its drape		
9th	33rd	basis of its drape		
	34th	fashion byers role		
	35th	fashion byers role		
	36th	fashion byers role		
10th	37th	trends and mood board		
	38th	trends and mood board		
	39th	design spec sheet		
	40th	design spec sheet		
11th	41st	QC tickets		
	42nd	QC tickets		
	43rd	cutting ticket		
	44th	cutting ticket		
12th	45th	labour worksheet		
	46th	labour worksheet		
	47th	measurement sheet		
	48th	measurement sheet		
13th	49th	assembly diagram sheet		
	50th	assembly diagram sheet		
	51st	assembly diagram sheet		
	52nd	assembly diagram sheet		
14th	53rd	revision		
	54th	revision		
	55th	revision		
	56th	revision		
15th	57th	revision		
	58th	revision		
	59th	revision		
	60th	revision		
16th	61st	revision		
	62nd	revision		
	63rd	revision		
	64th	revision		

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Lesson Plan,FT Department

Name of faculty: Manoj
Disciline: FT
Semester: 2nd
Subject: TF
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectuers- 4 Practical- 2

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st				Microscopic test for identification of
	1st	Definition& Classification of textile fiber	1st	Cotton & Wool
				Microscopic test for identification of Silk &
	2nd	Physical & Chemical properties of Cotton	2nd	Polyester
	3rd	Physical & Chemical properties of Cotton		
	4th	Physical & Chemical properties of Wool		
2nd				Microscopic test for identification of
		Physical & Chemical		Viscose, Nylon &
	5th	properties of Silk	3rd	Acrylic
				Burning test for identification of
	6th	Physical & Chemical properties of Polyester	4th	Cotton & Wool
	7th	Physical & Chemical properties of Viscose		
	8th	Physical & Chemical properties of Acrylic		
3rd				Burning test for identification of Silk &
	9th	Elementary Knowledge of spinning of cotton	5th	Polyester
				Burning test for identification of Viscose, Nylon &
	10th	Definition & Types of yarn	6th	Acrylic
	11th	Definition & Types of yarn		
	12th	Definition & Types of yarn		
4th				Chemical test for identification of
	13th	Definition & Types of yarn	7th	Cotton & Wool
				Chemical test for identification of Silk &
	14th	Yarn Properties	8th	Polyester
	15th	Yarn Properties		
	16th	Yarn Properties		
5th				Chemical test for identification of Viscose, Nylon &
	17th	Revision	9th	Acrylic
				Calculating Eng. Yarn
	18th	Revision	10th	count
	19th	Revision		
	20th	Revision		
6th				Calculation of fabric
	21st	Definition of Fabric	11th	shrinkage
		Introduction to types of		
	22nd	fabric production (WEAVING)	12th	Collecting diff. woven samples
	23rd	Introduction to types of fabric production (WEAVING)		
	24th	Introduction to types of fabric production (KNITTING)		
7th		Introduction to types of		Collecting diff.
	25th	fabric production (KNITTING)	13th	Knitted samples
		Introduction to types of		Collecting diff.
	26th	fabric production (KNITTING)	14th	Knitted samples
	27th	Introduction to types of fabric production (NON-WOVEN)		
	28th	Introduction to types of fabric production (NON-WOVEN)		
8th		Introduction to types of		
	29th	fabric production (NON-WOVEN)	15th	Collecting diff. Non Woven samples
	30th	Basic Weaves- Plain	16th	Collecting diff. Non Woven samples
	31st	Basic Weaves- Plain		
	32nd	Basic Weaves- Satin		
9th				Preparing diff.
	33rd	Basic Weaves- Satin	17th	Processed samples
				Preparing diff. Dyeing
	34th	Basic Weaves- Sateen	18th	samples
	35th	Basic Weaves- Sateen		
	36th	Basic Weaves- Twill		
10th				Preparing diff. Print
	37th	Basic Weaves- Twill	19th	samples
		Classification of Textile		Preparing diff.
	38th	processing	20th	Finishes samples
	39th	Classification of Textile processing		
	40th	Operation Sequence in chemical processing of cotton		
11th		Introduction to De-sizing &		Collecting diff. defect
	41st	Scouring	21st	samples
				Performing Fabric
	42nd	Introduction to Bleaching	22nd	Analysis
	43rd	Introduction to Mercerization of cotton		
	44th	Definition of Dyeing & its classification		
12th		Definition of Dyeing & its		Performing Fabric
	45th	classification	23rd	Analysis
		Definition of Printing & its		Performing Fabric
	46th	classification	24th	Analysis
	47th	Definition of Printing & its classification		
	48th	Textile Defects		
13th				Performing Fiber
	49th	Textile Defects	25th	content Analysis
				Performing Fiber
	50th	Major Defects	26th	content Analysis
	51st	Major Defects		
	52nd	Minor Defects		
14th				Performing Fiber
	53rd	Minor Defects	27th	content Analysis
				Performing Fiber
	54th	Critical Defects	28th	content Analysis
	55th	Critical Defects		
	56th	Weaving Defects		
15th	57th	Weaving Defects	29th	Revision
	58th	Processing Defects	30th	Revision
	59th	Processing Defects		
	60th	Dyeing & Printing Defects		
16th	61st	Dyeing & Printing Defects	31st	Revision
	62nd	Finishing Defects	32nd	Revision
	63rd	Revision		
	64th	Revision		

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Lesson Plan, FT Department

Name of faculty: Himanshi
Disciline: FT
Semester: 2nd
Subject: AM
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectures-4

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st	1st	Cutting & Marker planning		
	2nd	Functions of cutting dept.		
	3rd	Shade Sorting		
	4th	Shrinkage calculation		
2nd	5th	Marker Planning & its types		
	6th	Marker Utilisation		
	7th	Spreading & its requirements		
	8th	Methods of spreading		
3rd	9th	Types of spreading		
	10th	Fabric Packages		
	11th	Cuttings & its objectives		
	12th	Cutting Tools		
4th	13th	Bundling		
	14th	Ticketing		
	15th	Definition of Sewing & assembly		
	16th	Functions of Sewing Dept.		
5th	17th	Seam types		
	18th	Sewing threads & types		
	19th	Sewing Thread sizes & packages		
	20th	Labels & types		
6th	21st	Labels & types		
	22nd	Labels & types		
	23rd	Labels & types		
	24th	Representation of symbols used in labels		
7th	25th	Representation of symbols used in labels		
	26th	Color Matching of Labels		
	27th	Color Matching of Labels		
	28th	Color Matching of Labels		
8th	29th	Revision		
	30th	Revision		
	31st	Revision		
	32nd	Revision		
9th	33rd	Finishing & Packing		
	34th	Function of Finishing & Packing Dept.		
	35th	Function of Finishing & Packing Dept.		
	36th	Function of Finishing & Packing Dept.		
10th	37th	Chemical stain removal methods		
	38th	Chemical stain removal methods		
	39th	Natural stain removal methods		
	40th	Natural stain removal methods		
11th	41st	Pressing & its Purpose		
	42nd	Packaging& Folding		
	43rd	Packaging& Folding		
	44th	Packaging& Folding		
12th	45th	Revision		
	46th	Revision		
	47th	Revision		
	48th	Revision		
13th	49th	Types of packing material		
	50th	Function of Quality dept.		
	51st	Function of Store dept.		
	52nd	Function of Maintanence dept.		
14th	53rd	Function of Engg. dept.		
	54th	Function of Sampling dept.		
	55th	Function of Design studio		
	56th	Function of HR dept.		
15th	57th	Function of Merchandising dept.		
	58th	Function of PPC dept.		
	59th	Function of Security dept.		
	60th	Function of IE dept.		
16th	61st	Function of Marketing dept.		
	62nd	Function of General Management dept.		
	63rd	Revision		
	64th	Revision		

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Lesson Plan, FT Department

Name of faculty: Sanya
Disciline: FT
Semester: 2nd
Subject: AD & AW
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectures-0, Practical-4

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st			1st	Drafting & Assembly of Basic Skirt
			2nd	Drafting & Assembly of Basic Skirt
			3rd	Drafting & Assembly of Basic Skirt
			4th	Drafting & Assembly of Basic Skirt
2nd			5th	Drafting & Assembly of Basic Skirt
			6th	Drafting & Assembly of Basic Skirt
			7th	Drafting & Assembly of Basic Skirt
			8th	Drafting & Assembly of Basic Skirt
3rd			9th	Drafting & Assembly of Basic Skirt
			10th	Drafting & Assembly of Basic Skirt
			11th	Drafting & Assembly of Basic Skirt
			12th	Drafting & Assembly of Basic Skirt
4th			13th	Drafting & Assembly of Basic T-Shirt
			14th	Drafting & Assembly of Basic T-Shirt
			15th	Drafting & Assembly of Basic T-Shirt
			16th	Drafting & Assembly of Basic T-Shirt
5th			17th	Drafting & Assembly of Basic T-Shirt
			18th	Drafting & Assembly of Basic T-Shirt
			19th	Drafting & Assembly of Basic T-Shirt
			20th	Drafting & Assembly of Basic T-Shirt
6th			21st	Drafting & Assembly of Basic T-Shirt
			22nd	Drafting & Assembly of Basic T-Shirt
			23rd	Drafting & Assembly of Basic T-Shirt
			24th	Drafting & Assembly of Basic T-Shirt
7th			25th	Drafting & Assembly of Women Top
			26th	Drafting & Assembly of Women Top
			27th	Drafting & Assembly of Women Top
			28th	Drafting & Assembly of Women Top
8th			29th	Drafting & Assembly of Women Top
			30th	Drafting & Assembly of Women Top
			31st	Drafting & Assembly of Women Top
			32nd	Drafting & Assembly of Women Top
9th			33rd	Drafting & Assembly of Women Top
			34th	Drafting & Assembly of Women Top
			35th	Drafting & Assembly of Women Top
			36th	Drafting & Assembly of Women Top
10th			37th	Drafting & Assembly of Basic Shorts
			38th	Drafting & Assembly of Basic Shorts
			39th	Drafting & Assembly of Basic Shorts
			40th	Drafting & Assembly of Basic Shorts
11th			41st	Drafting & Assembly of Basic Shorts
			42nd	Drafting & Assembly of Basic Shorts
			43rd	Drafting & Assembly of Basic Shorts
			44th	Drafting & Assembly of Basic Shorts
12th			45th	Drafting & Assembly of Basic Shorts
			46th	Drafting & Assembly of Basic Shorts
			47th	Drafting & Assembly of Basic Shorts
			48th	Drafting & Assembly of Basic Shorts
13th			49th	Drafting & Assembly of Men's Shirt
			50th	Drafting & Assembly of Men's Shirt
			51st	Drafting & Assembly of Men's Shirt
			52nd	Drafting & Assembly of Men's Shirt
14th			53rd	Drafting & Assembly of Men's Shirt
			54th	Drafting & Assembly of Men's Shirt
			55th	Drafting & Assembly of Men's Shirt
			56th	Drafting & Assembly of Men's Shirt
15th			57th	Drafting & Assembly of Men's Shirt
			58th	Drafting & Assembly of Men's Shirt
			59th	Drafting & Assembly of Men's Shirt
			60th	Drafting & Assembly of Men's Shirt
16th			61st	Revision
			62nd	Revision
			63rd	Revision
			64th	Revision

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Lesson Plan, FT Department

Name of faculty: Maya
Disciline: FT
Semester: 2nd
Subject: Home Textile
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : lectures-3

Week	Theory		Practical				
	Lecture day	Topic	Practical day	Topic			
1st	1st	Introduction to Home fashion					
	2nd	Introduction to Home fashion					
	3rd	Present scenario of Home Fashion in domestic market					
2nd	4th	Present scenario of Home Fashion in domestic market					
	5th	Present scenario of Home Fashion in domestic market					
	6th	Present scenario of Home Fashion in domestic market					
3rd	7th	Present scenario of Home Fashion in International market					
	8th	Present scenario of Home Fashion in International market					
	9th	Present scenario of Home Fashion in International market					
4th	11th	Present scenario of Home Fashion in International market					
	12th	Selection of Raw Material					
	13th	Selection of Raw Material					
5th	14th	Selection of Raw Material					
	15th	Characterstics of Home Textiles on the basis of end use					
	16th	Characterstics of Home Textiles on the basis of end use					
6th	17th	Characterstics of Home Textiles on the basis of end use					
	18th	Characterstics of Home Textiles on the basis of end use					
	19th	Characterstics of Home Textiles on the basis of end use					
7th	20th	Classification & application of table linens					
	21st	Classification & application of table linens					
	22nd	Classification & application of bed linens					
8th	23rd	Classification & application of bed linens					
	24th	Classification & application of bathroom furnishing					
	25th	Classification & application of bathroom furnishing					
9th	26th	Classification & application of kitchen linens					
	27th	Classification & application of kitchen linens					
	28th	Classification & application of curtains & upholstery					
10th	29th	Classification & application of curtains & upholstery					
	30th	Classification & application of other draperies					
	31st	Classification & application of other draperies					
11th	32nd	Revision					
	33rd	Revision					
	34th	Revision					
12th	35th	Advanced fabric structure for home textile material					
	36th	Brocade					
	37th	Damask					
13th	38th	Gauze					
	39th	Leno					
	40th	Upholestry fabrics					
14th	41st	Upholestry fabrics					
	42nd	Floor coverings					
	43th	Design criteria of home fashion					
15th	43th	Design criteria of home fashion					
	44th	care of home textiles					
	45th	Revision					
16th	46th	Revision					
	47th	Revision					
	48th	Revision					

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Lesson Plan, FT Department

Name of faculty: Manoj & Sanya
Disciline: FT
Semester: 2nd
Subject: SFM
Lesson Plan Duration: 16 weeks March 2023 to July 2023)
Work Load : Practical-6

Week	Theory		Practical	
	Lecture day	Topic	Practical day	Topic
1st			1st	To enlist the components of a garment shop floor
			2nd	To enlist the components of a garment shop floor
			3rd	Draw a garment shop floor layoout
2nd			4th	Pros & Cons of Diff. assembly methods
			5th	Daily activity & Continual activities of garment shop floor
			6th	Daily activity & Continual activities of garment shop floor
3rd			7th	SFC tools for garment shop floor
			8th	Application of SFC tools
			9th	Merits & Demerits of SFC tools
4th			10th	Manual
			11th	RFID
			12th	BARCODE
5th			13th	QR
			14th	Shop floor etiquites for supervisor & workers
			15th	administrative structure of garment shop floor
6th			16th	batch size for garment production
			17th	batch size for garment production
			18th	To prepare label attandance sheet
7th			19th	To prepare label attandance sheet
			20th	To prepare hourly production report
			21st	To prepare hourly production report
8th			22nd	Revision
			23rd	Revision
			24th	To Calculate daily ideal time
9th			25th	To Calculate daily ideal time
			26th	To calculate productive time
			27th	to calculate efficiency
10th			28th	To prepare WIP chart
			29th	To prepare WIP chart
			30th	To prepare WIP chart
11th			31st	To calculate pitch of an assembly line
			32nd	To calculate pitch of an assembly line
			33rd	Draw a Pitch diagram
12th			34th	To identify bottlenecks
			35th	To identify glasswalls
			36th	Workout for Removal of bottlenecks
13th			37th	Workout for Removal of glasswalls
			38th	General safety rules on a garment shop floor
			39th	General safety rules on a garment shop floor
14th			40th	Operational safety
			41st	Operational safety
			42nd	Handling Safety
15th			43rd	Handling Safety
			44th	Organizational Safety
			45th	Organizational Safety
16th			46th	Passage Safety
			47th	Revision
			48th	Revision

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LESSON PLAN			
NAME OF FACULTY	**komal kapoor**		
DISCIPLINE	**Electronics and communication Engineering**		
SEMESTER	**5th**		
SUBJECT	**CE**		
LESSON PLAN DURATION	**15 weeks**		
WORK LOAD (LECTURE/ PRACTICAL)	**THEORY-2**		**PRACTICAL-2**
WEEK	**THEORY**		**PRACTICAL**
	LECTURE DAY	**TOPIC**	**TOPIC**
1st	1	Microphones and Loudspeakers :Carbon, moving coil microphone	Introduction
	2	cordless microphone	
2nd	3	Direct radiating and horn loudspeaker	To Plot the frequency response of microphone
	4	Multi-speaker system,	
3rd	5	Public Address System	To Plot the frequency response of Loudspeaker
	6	Sound recording	
4th	7	Optical sound recording (CD system)	To study and use a public address system and its components
	8	Optical sound recording (DVD	
5th	9	Elements of TV communication system	practice
	10	Scanning and its need	
6th	11	Need of synchronizing and blanking pulses , VSB	TO observe the waveformsand measure voltages of color TVReceiver at different points
	12	Composite Video Signal	
7th	13	TV Receiver:Block Diagram,Function of each block	fault findindg in Colour TV
	14	Tv Receiver:waveforms at input and output of each block	

8th	15	Color TV: Primary, secondary colours	fault findindg in LED TV
	16	Concept of Mixing, Colour Triangle	
9th	17	Camera tube	To use a Color Pattern Generator with a color Tv
	18	PAL TV Receiver	
10th	19	Conceot of Compatibility with Monochrome Receiver	Installation of CCTV system
	20	NTSC, PAL, SECAM (brief comparison)	
11th	21	Introduction to Liquid Crystal and LED Screen Televisions	revision
	22	Basic principle and working of LCD TV.	
12th	23	Basic principle and working of LED TV.	Demonstration and operation of DTH System
	24	basic idea of digital audio and compression techniques	
13th	25	basic idea of digital video and compression technique	Demonstration and operation ofCCTV
	26	working of Cable TV	
14th	27	working of DTH	To visit the control room of cable TV station and identify its different components
	28	working of CCTV	
15th	29	Revision	internal test
	30	Test	