

Govt. Polytechnic ~~Korea~~
 Course Completion unit plan

Session - July-DEC 2024

Subject - CFA
 Lab/Week 4 week

2/week

Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
Unit - I - Total - (17)					
Basic of computer system	1	26-9-24		all topic completed	
Generation of computer system	2	27-9-24	28-9-24		— // —
Classification of computer	1	3-10-24			— // —
Block diagram, CPU	1	5-10-24			— // —
memory unit, Input output	1	16-10-24			— // —
Printer its types.	1	17-10-24			— // —
Data Representation	1	23-10-24			— // —
Concept of Hardware and Software	1	24-10-24			— // —
Operating System	2	25-10-24	26-10-24		— // —
operation of windows	2	13-11-24	14-11-24		— // —
Windows OS utilities					— // —
control panel taskbar					— // —
Power Plan to maximize					— // —
computer performance					— // —
Carbon footprint					— // —
E-waste its toxic	1				— // —

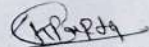
S.No	Topic to taught	Lecture P.	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
	Unit - 2 - (20)						
21	Introduction to word processing		2	21-11-24	23-11-24	//	
22	Overview of word processor		2	23-11-24	27-11-24	//	
23	Working with Text		2	28-11-24	29-11-24	//	
24	Formatting paragraphs		2	30-11-24	4-12-24	//	
25	Page setting		2	5-12-24	6-12-24	//	
26	Spelling and Grammatical check		2	11-12-24	11-12-24	//	
27	Table and its options		2	12-12-24	12-12-24	//	
28	Working with pictures.		2	14-12-24	14-12-24	//	
29	Unit - 3 (L+P+T-20)					//	
30	Spread Sheet Introduction		2	19-12-24	19-12-24	//	
31	Data Analysis & Graphical Present		2	20-12-24	20-12-24	//	
32	Excel data types		2	21-12-24	21-12-24	//	
33	Concept of Hyperlink		2	30-12-24	31-12-24	//	
34	Introduction to Formatting		2	6-1-25	6-1-25	//	
35	Understanding formulas		2	7-1-25	7-1-25	//	
36	Understanding function		2	8-1-25	8-1-25	//	
37	Types of Graphics chart		2	9-1-25	9-1-25	//	
38	Header & Footer		1			//	
39	Unit - 4 (L+P+T-18)					//	
40	Introduction to Multimedia		1	10-1-25		//	
41	Presentation package		2	11-1-25	11-1-25	//	
42	Work with text boxes		1	13-1-25	13-1-25	//	
43	Formatting Fonts, Slides		1	14-1-25	14-1-25	//	

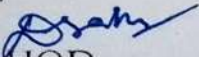
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No.	Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
	Drawing 2 objects	2	15-1-025	15-1-025		
	Work with clip Art & pictures	2	16-1-025			
	Use Table, video, Animation	2	17-1-025			
	Sound, Effect Hyperlink	2	18-1-025			
	Unit - 5 (LP+T=20)					
	Basic of Internet & Cloud	2	21-1-025			
	Types of Network	2	22-1-025			
	Internet, Intranet, VPN, Wifi	2	23-1-025			
	Bluetooth, Switches	2	25-1-025			
	Brief of Internet, connection	2	29-1-025			
	Email Voice mail	2	30-1-025			
	Newsgroup, Chat, videoconf	1	1-2-025			
	Web Browser URL, WebSite	1	5-2-025			
	Internet services	1	6-2-025			
	Introduction to virus types	1	12-2-025			
	Antivirus	1	13-2-025			
	overview of cloud computi	1	14-2-025			
	Firewall, Jits types.	2	15-2-025			
	X					
				Doshi		

Reference Practical

1	Different types of Computer system and Printers, types of OS, Comspecification	
2	MS word Basic, use mail merge, Insert Image clip Art	
3	simple work Sheet for any pay bil Examination Result, Admission	4
4	Apply different formulas and function	4
5	Use Graphics and AutoShapes	2
6	create Charts.	2
7	Multimedia Presentation for any event with slide, Insert video sound	8
8	Types of Networking device in Lab, configure Internet Connection	2
9	use Email services	2
10	Install and configure Antivirus / Firewall on computer system	2


KUNDAL PRASAD GUPTA
Faculty Name & Sign


HOD

Principal

Govt. Polytechnic Korea

Course Completion unit plan

Department - Science & Humanities
Hours/Week -

Session July-June 2024-25

Subject - Engineering Drawing
Lab/Week Mechanical 2nd Sem.

S.No.	Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
1	Unit - 1 (L+P+T=09)					
2	Importance of Engineering Drawing.	1	27-9-24	27-9-24	Add topic covered to as a plan.	
3	Drawing Instrument	1	27-9-24	27-9-24		— 11 —
4	Lettering and numbering				— 11 —	
5	single stroke letters, upper case and Lower case.	2	23-9-24	1-10-24	— 11 —	
6	Height of letters.					
7	Lines - Different types of lines.	1	4-10-24	— 11 —		
8	Scales - Full scale, Reduced scale.	2	4-10-24	— 11 —		
9	Dimensioning - Requirement of Dimension Line.	2	22-10-24	— 11 —		
10	Dimensioning rules					
11	Method of dimensioning					
12	Extension lines, and latter lines.					

Dr. Anu

Department -
Hours/Week -

Course Completion unit plan

Subject -
Lab/Week

S.No.	Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark	
1	Unit-2 (L+P+T=11)						
2	Constructions of conic curves	2	25-10-24	25-10-25			
3	Conic section, Definition of						
4	locus, focus, directrix axis						
5	vertex, and eccentricity						
6							
7	Definition ellipse parabola and	1	25-10-24	—/—			
8	Hyperbola						
9							
10	Ellipse, Concentric circle	3	19-11-24	19-11-24			
11	Method, oblong Method, Arc						
12	of circle Method and						
13	Eccentricity Method as						
14	General Method when focus						
15	and directrix						
16							
17	Parabola - rectangle method	3	22-11-24	22-11-24			
18	parallelogram method,						
19	Tangent Method, and						
20	eccentricity method.						

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S.No.	Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Subject - Lab/Week	
					Topic Covered	Remark
1	Hyperbola: construction of hyperbola by rectangular method and eccentricity method when focus and directrix are given.	2	26-11-24	26-11-24		
2						
3						
4						
5						
6						
7	Unit -3 (L+P+T=14)					
8	Projections of point, lines and planes.	2	17-12-24	17-12-24		
9						
10	concept of quadrant,					
11	First angle and third angle projection,	2	17-12-24	20-12-24		
12	projection of points -					
13	point on different quadrant and on the reference planes.	2	21-12-24	21-12-24		
14						
15						
16						
17						
18	Projection of straight lines;	3	7-1-25	7-1-25		
19						

Govt. Polytechnic Korea
Course Completion unit plan

Department -
Hours/Week -

Subject -
Lab/Week

S.No.	Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
1	Projection of planes.	4	10-1-025	10-1-025		
2	Concept of planes.					
3						
4	Unit -4 (L+P+T=16)					
5	Orthographic projection and	2	21-1-025	— / —		
6	Section of Solid.					
7	Introduction, First angle	2	21-1-025	22-1-025		
8	projection, Third angle					
9	projection, Symbols and					
10	Comparison of first and	4	31-1-025	31-1-025		
11	third angle projection.					
12						
13	Projection of simple objects	2	3-4-025	3-4-025		
14	Front view top view/right					
15	left side view	2	4-4-025	4-4-025		
16	concept of sectioning planes					
17	Projections of Solids. Types.	4	8-4-025	11-4-025		
18						
19						
20						

Dhanu

Amman

Govt. Polytechnic ~~Koza~~
Course Completion unit plan

Department - Mechanical Engg. 2nd sem
Hours / Week - 2/week

Session - JAN-JUNE 2025

Subject - CFA
Lab/Week 4 week

S.No.	Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark	
	Unit - I - Total - (17)						
1	Basic of Computer System	1	24-3-25	24-03-25	all topic completed		
2	Generation of computer system	2	25-3-25	26-3-25	— // —		
3	Classification of computer	1	1-4-25	—	— // —		
4	Block diagram, CPU	1	2-4-25	—	— // —		
5	memory unit, Input output	1	7-4-25	—	— // —		
6	Printer its types.	1	8-4-25	—	— // —		
7	Data Representation	1	9-4-25	—	— // —		
8	Concept of Hardware and Software	1	11-4-25	—	— // —		
9	Operating System	2	15-4-25		— // —		
10	operation of windows	2			— // —		
11	Windows OS utilities				— // —		
12	control panel taskbar			16-4-25	17-4-25	— // —	
13	Power Plan to maximize computer performance					— // —	
14	Carbon footprint					— // —	
15	E-waste its toxic	2			— // —		
16	E-waste management			21-4-25	22-4-25	— // —	
17	Green IT Concept. Recycling.					— // —	

Signature


Topic to taught	Lecture	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
Unit - 2 - (20)						
Introduction to word Processing		2	28-4-025	24-4-025	——— // ———	
Overview of word processor		2	28-4-025	29-4-025	——— // ———	
Working with Text		2	30-4-025		——— // ———	
Formatting paragraphs		2	5-5-025		——— // ———	
Page setting		2	6-5-025		——— // ———	
Spelling and Grammatical check		2	7-5-025		——— // ———	
Table and its options		2	8-5-025		——— // ———	
Working with pictures		2	13-5-025		——— // ———	
Unit - 3 (L+P+T=20)					——— // ———	
Spread Sheet Introduction		2	14-5-025		——— // ———	
Data Analysis & Graphical Present		2	15-5-025		——— // ———	
Excel data types		2	19-5-025		——— // ———	
Concept of Hyperlink		2	20-5-025		——— // ———	
Introduction to Formatting		2	21-5-025		——— // ———	
Understanding formulas		2	22-5-025		——— // ———	
Understanding function		2	26-5-025		——— // ———	
Types of Graphics chart		2	27-5-025		——— // ———	
Header & Footer					——— // ———	
Unit - 4 (L+P+T=18)					——— // ———	
Introduction to Multimedia		1	28-5-025		——— // ———	
Presentation package		2	16-6-025		——— // ———	
Work with text boxes		1	17-6-025		——— // ———	
Formatting Fonts, Slides					——— // ———	


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S. No.	Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
44	Drawing 2 objects	2	18-5-025			
45	Work with clip Art & pictures	2	19-6-025			
46	Use Table, video, Animation	2	20-6-025			
47	Sound, Effect Hyperlink	2	21-6-025			
48	Unit - 5 (LPT-20)					
49	Basic of Internet & Cloud	2	23-6-025			
50	Types of Network	2	24-6-025			
51	Internet, Intranet, VPN, Wifi	2	25-6-025			
52	Bluetooth, Switches	2	30-6-025			
53	Brief of Internet, connection	2	1-7-025			
54	Email voice mail	2	2-7-025			
55	News group chat, videoconf.	1	8-7-025			
56	Web Browser URL, Website	1	9-7-025			
57	Internet services	1	14-7-025			
58	Introduction to virus types	1	15-7-025			
59	Antivirus	1	16-7-025			
60	overview of cloud comput	2	27-7-025	28-7-025		
61	firewall, Jitsi types.					
62						
63						
64						
65						

Reference Practical

1	Different types of Computer system and printers, types of OS, computer specification	
2	MS word Basic, use mail merge, Insert Image clip Art	
3	simple work sheet for any pay bil Examination Result, Admission	4
4	Apply Different formulas and function	
5	Use Graphics and Auto shapes	4
6	create Charts.	2
7	Multimedia Presentation for any event with slide, Insert video sound	2
8	Types of Networking device in Lab, configure Internet Connection	8
9	use E-mail services	2
10	Install and configure Antivirus / Firewall on computer system	2


 KUNDAL PRASAD GUPTA
 Faculty Name & Sign


 HOD

Principal

Govt. Polytechnic Korea
Course Completion unit plan

SESSION JAN - JUNE 2025

Subject - CPBN
Lab/Week

Department - Electrical Engineering
Topic/Week -

Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
Unit - I (Total L = 17)					
Introduction to 'C' Program	1	27-1-025	//	Covered as a plan	
Algorithm and flow chart	1	28-1-025	//		
Algorithm Developing pseudo code	1	29-1-025			
Flow chart Symbol	1	30-1-025			
Limitation of flowchart	1	31-1-025			
Basic structure of "C"	2	4-02-025	5-2-025		
Data Concept - Character set	1	6-2-025			
C Tokens, Keywords	1	7-02-025			
Identifiers Constants	1	10-2-025			
Variables, and its declaration	1	11-2-025			
Data types - data conversion	1	12-2-025			
Operators and its types	1	13-2-025			
Input/output function	1	14-2-025			
Unit - II (L - 13)					
Introduction of decision making statements in 'C'.	2	24-2-025	25-2-025		
Decision making with IF	1	25-2-025			
The IF Else Statement	1	28-2-025			
Nesting of IF--Else Ladder	1	03-2-025			

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Govt. Polytechnic Korea
Course Completion unit plan

Department -
Hours/Week -

Subject -
Lab/Week

Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
The Switch statement	1	4-3-025			
The ? operator	1	5-3-025			
Go To statement	1	11-3-025			
Introduction. The WHILE	1	12-3-025			
The Do --- WHILE statement	1	17-3-025			
The FOR statement	1	18-3-025			
BREAK and CONTINUE stat	2	19-3-025	20-3-025		
Unit -3 (L = 13)					
Introduction to user-defined function, concept & Need Fun	3	24-3-025	26-3-025		
Library function, MATH Fun	2	27-3-025	28-3-025		
String handling fun ---	2	1-04-025	2-4-025		
Other Miscellaneous Fun ---	2	3-04-025	08-4-025		
Unit -4 (L = 15)					
Introduction to Array in C	1	9-4-025			
Declaring and Initializing one dimensional Array.	2	15-4-025	16-4-025		
Array operation	1	21-4-025			
Insertion	2	22-4-025	23-4-025		
Searching	1	25-4-025			
	1	26-4-025			

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H. K. S. S. S.

Govt. Polytechnic Korea

Course Completion unit plan

Department -
 hrs/Week -

Subject -
 Lab/Week

Topic to taught	No. of lecture required	Date of delivery	Actual Date of Delivery	Topic Covered	Remark
Deletion	1	26-4-025			
String operation	1	28-4-025			
Concatination of two String	2	29-4-025	30-4-025		
(Unit - 5 (L = 18))					
Introduction to Computer Network	2	1-5-025	6-5-025		
History of Networks	1	7-5-025			
Application of Computer Netwo	1	13-5-025			
Standard Organization and Po	2	14-5-025	16-5-025		
Point to point Connection	2	19-5-025	20-5-025		
Multipoint Connection	1	21-5-025			
Network Topology	2	26-5-025	27-5-025		
Categories of Network	1	28-5-025	- // -		
OSt features of each layer	1	29-5-025	- // -		
TCP/IP Model and its features	2				
Type of Transmission media	1	30-5-025			
Network Commu device Repeater, Hub, Switch					
Bridge, Router, Gateway	2	31-5-025			
RS 232, RJ 45 RJ 11					
Client Server Architecture	1				

L

(Signature)