Class X
INFORMATION TECHNOLOGY
Time : 2½ Hours

One Paper   **Marks : 40**

Unit	Topic	Period Theory	Period Practical	Marks Theory	Marks Practical
1	IT Basics	08	05	10	05
2	IT Tools	17	30	30	30
	MS-Office				
	*MS-Access	(05)	(10)	(10)	(10)
	HTML	(12)	(20)	(20)	(20)
3	IT Application	00	15	00	25
	Total	**25**	**50**	**40**	**60**

Theory

UNIT 1: IT BASICS

Internet : World Wide Web, Web Servers, Web sites, Web Pages, Web Browsers, HTML, Web address, Email address, URL, HTTP.
Services available on Internet: Information Retrieval, Electronic Mails, Locating sites using search engines and finding people on the net, Chat, Video Conferencing, FTP, Downloading and Uploading files from or to remote site, Newsgroup.

UNIT 2: IT TOOLS

MS-Office
MS Access:
Basic Concepts and need for a database, Creating a database, Setting the Primary Key, Entering data into a database, Inserting and deleting fields, Inserting and deleting Records, **Data Validation:** Field Size, Default Value Validation Rule, Validation Text, Required, Allow Zero Length.
HYPER TEXT MARKUPLANGUAGE
Basic Concept of Web Browsers with emphasis on popular browsers Internet Explorer and Netscape Navigator.
HTML Fundamentals:
Introduction to Web Page Designing using HTML, Creating and saving an HTML document, Elements in HTML Container and Empty elements, Designing web pages using the following elements:
HTML, HEAD, TITLE, BODY (Attributes: BACKGROUND, BGCOLOUR, TEXT, LINK, ALINK, VLINK, LEFTMARGIN, TOPMARGIN), FONT (Attributes: COLOUR, SIZE, FACE),
BASEFONT (Attributes :COLOUR, SIZE, FACE), CENTER, BR (Break), HR (Horizontal Rule, Attributes: SIZE, WIDTH, ALIGH, NOSHADE, COLOUR), COMMENTS, ! for comments, H1..H6 (Heading), P (Paragraph), B(Bold), I (Italics), U (Underline), UL & OL (Unorder List & OrderedList Attributes: TYPE, START, LI (List Item), Insertion of images using the element IMG (Attributes : SRC, WIDTH, HEIGHT, ALT, ALIGN)
Internal and External Linking between Web Pages: Signficance of linking, A-Anchor Element
(Attributes: NAME HREF, TITLE, ALT)

UNIT 3: IT APPLICATIONS

Students are suggested to work on the following areas using Access and HTML on topics implementing the tools covered in the course.

Domains :
Database
* Personal Data Management System
* Employee Payroll
* Stock Inventory
Website Designing
* Travel and Tourism
* Rural India
* Environment and Pollution
NOTE
I. Sample documents/presentations on the above are made available on CBSE CD-ROM
II. Teachers are requested to domonstrate some other popular software for word processing.Presentation, Spreadsheet, Database Management, system which support Hindi and/or some other Indian language (s)
(Leap Office is an example of Office suite with Indian Language support)
III. Students are suggested to prepare some document/presentations of their IT Application report file in Indian Language(s).

PRACTICALS

Time : 4 Hours

One Paper

Marks : 60

(A) HANDS ON EXPERIENCE (2 Exercises)   **30 Marks**
Design of a Practical Question Paper
There is no pre-set question paper conducting practical examination. This flexibility has been provided to give more freedom to the examiners for the improvement of practical examination , keeping in view the resources and other facilities available in the laboratory of the School. However, detailed instructions on the basis of syllabus, distribution of marks and conduction of practical examination have been provided.

	I.	MS ACCESS	**8 MARKS**
	II.	HTML	**22 MARKS**

I. MS Access:*
A problem in MS Access related to some of the tools given below to be tested during the examination:
* Creating and entering data into a database
* Setting the primary key
* Data Validation

II. HTML*
A Problem on Web Page designing (Minimum 2 pages)to be given which will cover some of the following HTML elements:
* <HTML>, <HEAD>, <TITLE>, <BODY>
* Font Styles: <B>, <i>, <U>
* <FONT>-FACE, SIZE
* <CENTER>
* <P>-ALIGN
* <A>
* <IMG SRC>
* Comments: <!>

The students are supposed to know the tools and style for designing domain specific webpages from real life applications and the topic mentioned in the syllabus

Breakup of marks (HTML)
- Visual Effect :8
- Linking :4
- Coding: 10

* Printouts of the documents (s) should be attached with the answer sheet

(B) IT APPLICATION REPORT FILE   **20 Marks**

Students are supposed to make a IT Applications Report File Containing Real life assignment/presentations using MS Access and HTML on topic from the domain:

Must have print outs of the following:
- Documents of MS Access (At least 5)
- HTML source code along with browser view (At least 10)

(C) VIVA VOCE   **10 Marks**

The questions can be asked from any portion of the syllabus covered during Class IX and Class X.

NOTE-Teachers are suggested to give first-hand demonstration covering the aspects such as : Connecting to internet. Using popular Search Engines, Web Browsing. Opening E-mail accounts, Sending and Receiving E-mails, Downloading files and pictures.

Infrastructure

Following minimum infrastructure requirement is suggested keeping in view of the existing infrastructure

Software:
* WIN 96+
* MS-Office 95+
* Leap Office 2000
* Netscape Navigator
* Internet Explorer

Minimum hardware requirement:
* 486 Multimedia Machine
* 16 MB RAM
* 4.3 GB HDD

Internet connection:
- TCP/IP