

Atal Bihari Vajpayee Govt Institute of Engineering & Technology
Pragatinagar, Shimla (H.P.) – 171202

DEPARTMENT OF COMPUTER ENGINEERING

LESSON PLAN

Academic Year	2026-2027
Semester	1st Semester
Branch	Computer Engineering
Course / Subject	Basics of Information Technology & AI – Practical- ES 107
Semester Period	10.08.2026 to 28.11.2026
Practical Schedule	Group 1: Monday Group 2: Wednesday
Name of Faculty	<u>Sweety Ranga</u>

Detailed Practical Lesson Plan – Group 1

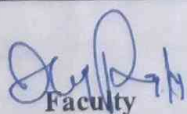
Practical Day: Monday

Day	Experiment / Topic	Objective / Details	Proposed Dates	Actual Dates	Delivery Method
Day 1	Experiment 1	Identify the basic components, peripheral devices, and ports of a computer system, and connect the computer system to power, peripheral devices, and a network.	10.08.2026		Practical / Hands-on
Day 2	Experiment 1	Identify the basic components, peripheral devices, and ports of a computer system, and connect the computer system to power, peripheral devices, and a network.	17.08.2026		Practical / Hands-on
Day 3	Experiment 1	Identify the basic components, peripheral devices, and ports of a computer system, and connect the computer system to power, peripheral devices, and a network.	24.08.2026		Practical / Hands-on
Day 4	Experiment 2	Perform basic operating system tasks including booting and shutting down the computer, logging in and logging out, and accessing basic system settings.	31.08.2026		Practical / Hands-on
Day 5	Experiment 3	Create and manage files and folders using operating system utilities, and perform basic operations on storage devices.	14.09.2026		Practical / Hands-on
Day 6	Experiment 4	Install and configure commonly used application software, including an office productivity suite and a web browser.	21.09.2026		Practical / Hands-on
Day 7	Experiment 5	Prepare and format a document using word-processing software by applying appropriate styles, alignment, spacing, numbering, headers, footers, and tables.	28.09.2026		Practical / Hands-on
Day 8	Experiment 6	Prepare and format a spreadsheet using spreadsheet software by entering different types of data, applying formulae and basic functions, and using cell ranges, formatting, and borders.	12.10.2026		Practical / Hands-on
Day 9	Experiment 7	Prepare a presentation using presentation software by creating slides, inserting text, images, tables, charts, and shapes, and applying themes, transitions, animations, and presentation tools.	19.10.2026		Practical / Hands-on
Day 10	Experiment 8	Use Internet and web-based services, including search engines, websites, and cloud applications, by following safe web browsing practices.	02.11.2026		Practical / Hands-on
Day 11	Experiment 9	Use email services to compose, send, receive, and manage emails, including attachments, CC, BCC, and identification of spam, phishing, spoofed, and fraudulent emails.	09.11.2026		Practical / Hands-on
Day 12	Experiment 10	Use Generative AI tools to generate, summarize, and refine digital content for academic and professional applications while following responsible AI practices.	16.11.2026		Practical / Hands-on
Day 13	Practical Revision / Record / Viva	Revision, record completion, troubleshooting and viva preparation.	23.11.2026		Revision / Assessment

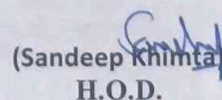
Detailed Practical Lesson Plan – Group 2

Practical Day: Wednesday

Day	Experiment / Topic	Objective / Details	Proposed Dates	Actual Dates	Delivery Method
Day 1	Experiment 1	Identify the basic components, peripheral devices, and ports of a computer system, and connect the computer system to power, peripheral devices, and a network.	12.08.2026		Practical / Hands-on
Day 2	Experiment 1	Identify the basic components, peripheral devices, and ports of a computer system, and connect the computer system to power, peripheral devices, and a network.	19.08.2026		Practical / Hands-on
Day 3	Experiment 1	Identify the basic components, peripheral devices, and ports of a computer system, and connect the computer system to power, peripheral devices, and a network.	26.08.2026		Practical / Hands-on
Day 4	Experiment 2	Perform basic operating system tasks including booting and shutting down the computer, logging in and logging out, and accessing basic system settings.	02.09.2026		Practical / Hands-on
Day 5	Experiment 3	Create and manage files and folders using operating system utilities, and perform basic operations on storage devices.	16.09.2026		Practical / Hands-on
Day 6	Experiment 4	Install and configure commonly used application software, including an office productivity suite and a web browser.	23.09.2026		Practical / Hands-on
Day 7	Experiment 5	Prepare and format a document using word-processing software by applying appropriate styles, alignment, spacing, numbering, headers, footers, and tables.	30.09.2026		Practical / Hands-on
Day 8	Experiment 6	Prepare and format a spreadsheet using spreadsheet software by entering different types of data, applying formulae and basic functions, and using cell ranges, formatting, and borders.	14.10.2026		Practical / Hands-on
Day 9	Experiment 7	Prepare a presentation using presentation software by creating slides, inserting text, images, tables, charts, and shapes, and applying themes, transitions, animations, and presentation tools.	21.10.2026		Practical / Hands-on
Day 10	Experiment 8	Use Internet and web-based services, including search engines, websites, and cloud applications, by following safe web browsing practices.	28.10.2026		Practical / Hands-on
Day 11	Experiment 9	Use email services to compose, send, receive, and manage emails, including attachments, CC, BCC, and identification of spam, phishing, spoofed, and fraudulent emails.	04.11.2026		Practical / Hands-on
Day 12	Experiment 10	Use Generative AI tools to generate, summarize, and refine digital content for academic and professional applications while following responsible AI practices.	11.11.2026		Practical / Hands-on
Day 13	Practical Revision / Record / Viva	Revision, record completion, troubleshooting and viva preparation.	18.11.2026		Revision / Assessment
Day 14	Practical Revision / Record / Viva	Revision, record completion, troubleshooting and viva preparation.	25.11.2026		Revision / Assessment


Faculty

(Sweety Rangta)
Lecturer Computer Engineering
A.B.V.G.I.E.T


(Sandeep Khimta)
H.O.D.

Dept. of Computer Engg.
A.B.V.G.I.E.T, Pragatinagar