**MODERN SCHOOL**

**CLASS-X SUBJECT- INFORMATION TECHNOLOGY SESSION-2025-26**

**Book Prescribed: Information Technology Ver. 4.0 Publication: Orange Education**

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| **MONTH** | **CHAPTER NO.** | **CHAPTER NAME** |
| **APRIL** | Subject-Specific Skills: Unit 1 | Digital Documentation (Advanced) Using Libreoffice Writer |
| **MAY** | Employability Skills: Unit 3 | ICT Skills-II |
| **JULY** | Employability Skills: Unit 1 Subject Specific Skills: Unit 4  Unit 2 | Communication Skills-II  Maintain Healthy, Safe and Secure Working Environment  Electronic Spreadsheet (Advanced) using LibreOffice Calc |
| **AUGUST** | EMPLOYABILITY SKILLS: Unit 2  Unit 5 | Self-Management Skills-II  Green Skills-II |
| **SEPTEMBER** | **HALF YEARLY EXAMINATION** | |
| **OCTOBER** | Subject Specific Skills: Unit 3  Employability Skills: Unit 4 | Database Management System using LibreOffice Base  Entrepreneurial Skills-II |
| **NOVEMBER** | Pre Board I |  |
| **DECEMBER** | Pre Board II |  |
| **JANUARY** | - |  |
| **FEBRUARY** | - |  |

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| **\*DELETED SYLLABUS** | |
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| **EXAM** | **MONTH** | **SYLLABUS** |
| **TERM 1** | MAY | SUBJECT-SPECIFIC SKILLS  Unit 1: Digital Documentation (Advanced) Using Libreoffice Writer |
| **TERM 2** | JULY | EMPLOYABILITY SKILLS  Unit 3: ICT Skills-II  SUBJECT-SPECIFIC SKILLS  Unit 4: Maintain Healthy, Safe and Secure Working Environment |
| **TERM 3** | AUGUST | EMPLOYABILITY SKILLS  Unit 1: Ch1-Communication Skills-II  SUBJECT-SPECIFIC SKILLS  Unit 2: Electronic Spreadsheet (Advanced) using LibreOffice Calc |
| **HALF YEARLY** | SEPTEMBER | SUBJECT-SPECIFIC SKILLS  Unit 1: Digital Documentation (Advanced) Using Libreoffice Writer  Unit 2: Electronic Spreadsheet (Advanced) using LibreOffice Calc  Unit 4: Maintain Healthy, Safe and Secure Working Environment  EMPLOYABILITY SKILLS  Unit 1: Ch1-Communication Skills-II  Unit 3: ICT Skills-II  Unit 5: Green Skills-II |
| **PB 1** | NOVEMBER | Full Syllabus |
| **PB 2** | DECEMBER | Full Syllabus |