

GOVERNMENT DEGREE COLLEGE , SEETHANAGARAM, EAST GODAVARI

JKC Curriculam plan 2020-21

S.No	Date	Time		Room No	Topic Covered	Offline/Online	Methodology adopted	Topic Outcome	References	Remarks
		From	To							
1	28/12/2020	9:00 AM	9:50 AM		Introduction to computers – What is a computer? Characteristics of computer & Generations of computers	Offline/Online	Lecture Method & ICT Based	Acquires ability to operate computer Individually & Effectively	Computer Fundamentals Tutorial - Tutorialspoint	
		2:50 PM	3:40 PM		Self Introduction	Offline/Online	Demonstration & Interaction	The student acquires the ability to introduce himself/herself	(54) How To Introduce Yourself In An Interview By Dr.Devika Bhatnagar - YouTube https://www.youtube.com/watch?v=r29CFLctWIY https://www.youtube.com/watch?v=R7eGfE9fnX0	
		3:50 PM	4:40 PM		Numbers-BODMAS	Offline/Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Aptitude Questions and Answers (indiabix.com)	
		4:50 PM	5:30 PM		Poverty Estimation	Offline	Lecture Method	The student gets awareness on different types and strategious of Poverty Estimation	Puri and Mishra	
2	29/12/2020	9:00 AM	9:50 AM		Types of Computers, Applications of Computers	Offline/Online	Lecture Method & ICT Based	Acquires ability to operate computer Individually & Effectively	Computer Fundamentals Tutorial - Tutorialspoint	
		2:50 PM	3:40 PM		Parts of Speech	Offline/Online	Lecture & Discussion	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Number System Fractions	Offline/Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Aptitude Questions and Answers (indiabix.com)	
		4:50 PM	5:30 PM		Poverty Line	Offline	Lecture Method	The student gets awareness on different types and strategious of Poverty Line	Puri and Mishra	
3	30/12/2020	9:00 AM	9:50 AM		Using keys of Keyboard and mouse Function keys, Numeric keypad & Tab, Shift, Alt, Enter and Ctrl keys Shortcut keys with windows	Offline/Online	Lecture Method & ICT Based	Acquires ability to operate computer Individually & Effectively	Computer Fundamentals Tutorial - Tutorialspoint	
		2:50 PM	3:40 PM		Parts of Speech	Offline/Online	Lecture & Discussion	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	

3	30/12/2020	3:50 PM	4:40 PM		Number Systems_Decimal	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Aptitude Questions and Answers (indiabix.com)	
		4:50 PM	5:30 PM		Indian Constitution - Its Nature	Offline	Lecture Method	The student gets awareness on the Nature of Indian Constitution	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
4	31/12/2020	9:00 AM	9:50 AM		Hardware components – Internal parts of the system Peripherals and add-on cards	Offline/ Online	Lecture Method & ICT Based	Acquires ability to operate computer Individually & Effectively	Computer Fundamentals Tutorial - Tutorialspoint	
		2:50 PM	3:40 PM		Simple Present Tense	Offline/ Online	Lecture & Discussion	The Student acquires LSRW skills	1.High School English Grammar by Wren & Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Number Systems_Algebraic Formulae	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Aptitude Questions and Answers (indiabix.com)	
		4:50 PM	5:30 PM		Evolution of Indian Constitution	Offline	Lecture Method	The student gets awareness on the Nature of Indian Constitution	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
5	01-01-2021	9:00 AM	9:50 AM		Types of Software – System software & Applications software Compilers, interpreters, Languages and packages	Offline/ Online	Lecture Method & ICT Based	Acquires ability to operate computer Individually & Effectively	Computer Fundamentals Tutorial - Tutorialspoint	
		2:50 PM	3:40 PM		Present Progressive Tense	Offline/ Online	Lecture & Discussion	The Student acquires LSRW skills	1.High School English Grammar by Wren & Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Divisibility rules	Offline/ Online	Lecture Method	problem solving Arithmetic skills. 2. To bring out the	Aptitude Questions and Answers (indiabix.com)	
		4:50 PM	5:30 PM		Indian Ancient History	Offline	Lecture Method	The student gets awareness on Ancient Indian History	Indian History by Dr.G.Samabasiva Reddy	
6	01-02-2021	9:00 AM	9:50 AM		Introduction to Operating System, MS-DOS & MS-windows – features and functions Windows applications – Notepad, WordPad, Paint, calculator,	Offline/ Online	Lecture Method & ICT Based	Acquires ability to operate computer Individually & Effectively	Computer Fundamentals Tutorial - Tutorialspoint	
		2:50 PM	3:40 PM		Present Perfect and Present Perfect Progressive Tense	Offline/ Online	Lecture & Discussion	The Student acquires LSRW skills	& Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in	
		3:50 PM	4:40 PM		LCM & HCF-1	Offline/ Online	Lecture Method	problem solving Arithmetic skills. 2. To bring out the	Aptitude Questions and Answers (indiabix.com)	
		4:50 PM	5:30 PM		Indian History -Its Evidences	Offline	Lecture Method	The student gets awareness on Ancient Indian History	Syed Academy	
		9:00 AM	9:50 AM		Using DOS Prompt thru Run option & internal commands	Offline/ Online	Lecture Method & ICT Based	computer Individually & Effectively	Computer Fundamentals Tutorial - Tutorialspoint	

7	01-04-2021	2:50 PM	3:40 PM		Simple Past and Past Continuous	Offline/ Online	Lecture & Discussion	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Ratios	Offline/ Online	Lecture Method	problem solving Arithmetic skills. 2. To bring out the	Aptitude Questions and Answers (indiabix.com)	
		4:50 PM	5:30 PM		Plannings in India	Offline	Lecture Method	The students comes to know about plannings in India	Puri and Mishra	
8	01-05-2021	9:00 AM	9:50 AM		Ms-DOS External commands, using chkdsk with windows and Boot menu options	Offline/ Online	Lecture Method & ICT Based	Acquires ability to operate computer Individually & Effectively	Computer Fundamentals Tutorial - Tutorialspoint	
		2:50 PM	3:40 PM		Past Perfect and Past Perfect Continuous	Offline/ Online	Lecture & Discussion	The Student acquires LSRW skills	& Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in	
		3:50 PM	4:40 PM		Percetages	Offline/ Online	Lecture Method	problem solving Arithmetic skills. 2. To bring out the	Aptitude Questions and Answers (indiabix.com)	
		4:50 PM	5:30 PM		Priirities of five year plans	Offline	Lecture Method	The students comes to know about the priorities of five year plans	Puri and Mishra	
9	01-06-2021	9:00 AM	9:50 AM		Menu Bar and submenus with ptions.	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Simple Future and Future Continuous	Offline/ Online	Lecture & Discussion	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by	
		3:50 PM	4:40 PM		Profit & Loss	Offline/ Online	Lecture Method	problem solving Arithmetic skills. 2. To bring out the	Basics and Methods, Profit and loss shortcuts, Math tricks - YouTube	
		4:50 PM	5:30 PM		Dwaftings of Indian Costitution	Offline	Lecture Method	The students comes to know about the process about the Indian Constitution and its	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
10	01-07-2021	9:00 AM	9:50 AM		Word document open, edit and save the document, Using File, Edit menu options and text formatting.	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Future Perfect and Future perfect continous	Offline/ Online	Lecture & Discussion	The Student acquires LSRW skills	& Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in	
		3:50 PM	4:40 PM		Partnership	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Indian Constituion-Chief Characterstics	Offline	Lecture Method	The students comes to know about the process about the	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
11	01-08-2021	9:00 AM	9:50 AM		Practical Session for Hour-11 Class	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Be,'Do' and 'Have' Forms	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Data Analysis	Offline/ Online	Lecture Method	problem solving Arithmetic skills. 2. To bring out the	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	

		4:50 PM	5:30 PM		Impact of Geographical conditions on History	Offline/Online	Lecture Method	The student acquires the knowledge of History	Indian History by Dr.G.Samabasiva Reddy	
12	01-09-2021	9:00 AM	9:50 AM		Inserting Tables, pictures, Clip Arts and Symbols into word document.	Offline/Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Be', 'Do' and 'Have' Forms	Offline/Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1. High School English Grammar by Wren & Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in	
		3:50 PM	4:40 PM		Data Analysis	Offline/Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		History - Ancient Age	Offline/Online	Lecture Method	The student acquires the knowledge of History	Indian History by Dr.G.Samabasiva Reddy	
13	01-11-2021	9:00 AM	9:50 AM		Mail Merge using word	Offline/Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Modal Auxiliaries	Offline/Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1. High School English Grammar by Wren & Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in	
		3:50 PM	4:40 PM		Data Interpretation	Offline/Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills		
		4:50 PM	5:30 PM		Organization and Management	Offline/Online	Lecture Method	The student acquires the leadership qualities		
14	01-12-2021	9:00 AM	9:50 AM		Practical session for Hour-15 Class Work	Offline/Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Conditional Clauses	Offline/Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	& Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in	
		3:50 PM	4:40 PM		Simple Interest	Offline/Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Niti Ayog	Offline/Online	Lecture Method	The student acquires the knowledge of Niti Ayog and its significance	Puri and Mishra	
		9:00 AM	9:50 AM		Introduction to Spreadsheet and data entry	Offline/Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	

15	16/01/2021	2:50 PM	3:40 PM		Indefinite Articles	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Simple Interest	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		1991 Reforms	Offline/ Online	Lecture Method	The student understands the significance of 1991 Reforms	Puri and Mishra	
16	18/01/2021	9:00 AM	9:50 AM		Practical session for Hour-17 Class Work	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Definite Articles	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Compound Interest	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Preamble of Indian Constitution	Offline/ Online	Lecture Method	The student gets awarness on Preamble	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
17	19/01/2021	9:00 AM	9:50 AM		Grand Test-1	Offline/ Online				
		2:50 PM	3:40 PM		Grand Test-1	Offline/ Online				
		3:50 PM	4:40 PM		Grand Test-1	Offline/ Online				
		4:50 PM	5:30 PM		Grand Test-1	Offline/ Online				
18	20/01/2021	9:00 AM	9:50 AM		Using Formulae & Functions	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Prepositions	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Averages	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Indian Demography and Indian union	Offline/ Online	Lecture Method	The student comes to know about Indian Demography	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	

19	21/01/2021	9:00 AM	9:50 AM		Practical session for Hour-19 Class Work	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Voice	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Problems on Ages	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Stone Age- Its culture and civilization	Offline/ Online	Lecture Method	The student understands the significance of Stone Age	Indian History byDr.G.Samabasiva Reddy	
20	22/01/2021	9:00 AM	9:50 AM		Types of graphs and Creating graphs	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Voice	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in	
		3:50 PM	4:40 PM		Time & Work	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Indus Valley Civilization	Offline/ Online	Lecture Method	The student comes to know about ancient Indian History	Indian History byDr.G.Samabasiva Reddy	
21	23/01/2021	9:00 AM	9:50 AM		Practical session for Hour-21 Class Work	Offline/ Online	Lecture Method	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Reported Speech	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	& Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in	
		3:50 PM	4:40 PM		Time & Distance	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		1991Reforms	Offline/ Online	Lecture Method	The student understands the importance of 1991Reforms	Puri and Mishra	
22	25/01/2021	9:00 AM	9:50 AM		Data Sorting & Filters	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Reported Speech	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	

		3:50 PM	4:40 PM		Problems on Trains	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		1991Reforms	Offline/ Online	Lecture Method	The student understands the importance of 1991Reforms	Puri and Mishra	
23	27/01/2021	9:00 AM	9:50 AM		Practical session for Hour-23 Class Work	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Comparison of Adjectives	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Permutations and Combinations	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Inheritance	Offline/ Online	Lecture Method	The student comes to know about concepts of Indian Constitution	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
		9:00 AM	9:50 AM		Page Setup and Print options using Excel	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
24	28/01/2021	2:50 PM	3:40 PM		Comparison of Adjectives	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Permutations and Combinations	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Fundamental Rights	Offline/ Online	Lecture Method	The student comes to know about Fundamenta rights	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
		9:00 AM	9:50 AM		Practical session for Hour-25 Class Work	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
25	29/01/2021	2:50 PM	3:40 PM		Use of Conjunctions in Simple, Compound and Complex Setences	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Probabilities	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	

		4:50 PM	5:30 PM		Vedic Culture	Offline/ Online	Lecture Method	The student acquires the knowledge of Vedic Culture	Indian History by Dr.G.Samabasiva Reddy	
26	30/01/2021	9:00 AM	9:50 AM		Introduction and selecting slides, Auto-content wizard	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Use of Conjunctions in Simple, Compound and Complex Sentences	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires LSRW skills	1.High School English Grammar by Wren & Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Probabilities	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Jainism	Offline/ Online	Lecture Method	The student understands the significance of Jainism	Indian History by Dr.G.Samabasiva Reddy	
		9:00 AM	9:50 AM		Text-formatting, Inserting Images & Pictures	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
27	02-01-2021	2:50 PM	3:40 PM		Vowel and Consonant Sounds	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires good pronunciation skills	1.High School English Grammar by Wren & Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Number Series	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Behaviour- Aspects	Offline/ Online	Lecture Method	The student acquires leadership qualities		
		9:00 AM	9:50 AM		Practical session for Hour-28 Class Work	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
28	02-01-2021	2:50 PM	3:40 PM		Neutralization of Accent	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires good pronunciation skills	1.High School English Grammar by Wren & Martin 2. English Grammar in Use by Raymond Murphy 3. Essential Grammar in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Number Analogy	Offline/ Online	Lecture Method	1. To improve the thinking and problem solving Arithmetic skills. 2. To bring out the decision making skills	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Industrial Resolutions	Offline/ Online	Lecture Method	The student understands the significance of Industrial Revolutions	Puri and Mishra	

29	02-02-2021	9:00 AM	9:50 AM		Using Animations, slide transitions and adding audio & video	Offline/Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Change of Speech Patters	Offline/Online	Lecture, Discussion & Demonstration	The Student acquires good pronunciation skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Number Classification	Offline/Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Quantitative Aptitude-Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Industrial Resolutions	Offline/Online	Lecture Method	The student understands the significance of Industrial Revolutions	Puri and Mishra	
30	02-03-2021	9:00 AM	9:50 AM		Practical session for Hour-30 Class Work	Offline/Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Making polite Requests, Asking for and giving permissions	Offline/Online	Lecture, Discussion & Demonstration	The Student acquires good pronunciation skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Coding& Decoding-1	Offline/Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Fundamental Duties	Offline/Online	Lecture Method	The student comes to know the significance of Fundamental Duties in real life	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
31	02-04-2021	9:00 AM	9:50 AM		Introduction to Database & MS-Access features	Offline/Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Offering, Accepting and Denying Help, Askin for and Giving Directions	Offline/Online	Lecture, Discussion & Demonstration	The Student acquires communication skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Coding& Decoding-2	Offline/Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Directive Principles	Offline/Online	Lecture Method	The student understands the importance of Directive Principles	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	

32	02-05-2021	9:00 AM	9:50 AM		Practical session for Hour-32 Class Work	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Extending Invitations , Expressing Sympathy, Agreeing and Disagreeing, Making Complaints	Offline/ Online	Lecture, Discussion & Demonstration	The Student acquires communication skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Blood Relations	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Buddism	Offline/ Online	Lecture Method	The student get awareness on Bussism	Indian History byDr.G.Samabasiva Reddy	
33	02-06-2021	9:00 AM	9:50 AM		Creating Tables & graphical View, retrieving data using query wizard Hour- 35	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Synonyms	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires Vocabulary	http://www.roget.org/	
		3:50 PM	4:40 PM		Blood Rlations	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Shodasha Mahajana Padalu	Offline	Lecture Method	The Student gets awareness on Ancinet Indian Kingdoms	Indian History byDr.G.Samabasiva Reddy	
34	02-08-2021	9:00 AM	9:50 AM		Practical Session for Hour-34 Class Work & project work study	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Antonyms	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires Vocabulary	ROGET's Hyperlinked Thesaurus	
		3:50 PM	4:40 PM		Directional Sense Test	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Population	Offline	Question & Answer	The student gets the mastery over the topic to face competetive exams	Puri and Mishra	
35	02-09-2021	9:00 AM	9:50 AM		Data Entry Form creation and report generation	Offline/ Online	Lecture Method & ICT Based	Acquires ability to carry out all Office Related Work and Activities Effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Idiomatic Expressions	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires Vocabulary	Idioms And Phrases PDF - Download Idioms And Phrases List For Exams (byjus.com)	

		3:50 PM	4:40 PM		Directional Sense Test	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Population	Offline	Question & Answer	The student gets the mastery over the topic to face competetive exams	Puri and Mishra	
36	02-10-2021	9:00 AM	9:50 AM		protocols ; Browsers Creation of e-mail (gmail & yahoo) – sending, receiving and upload, download attachments	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Reading Comprehension	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires Reading skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Seating Arrangement	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Central Government -Constitution, Powers	Offline	Lecture Method	The student gets awarenes on Central Govt.	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
37	02-11-2021	9:00 AM	9:50 AM		search engines like Google, Bing, etc. Learning about online applications – banking, shopping, social networks etc.	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Reading Comprehension	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires Reading skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Seating Arrangement	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Central Government -Vice President of India	Offline	Lecture Method	The student gets awareness on Powers of Vice President of India	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
38	02-12-2021	9:00 AM	9:50 AM		Blogs, creation and maintenance, Social networking sites like face book, twitter, LinkedN	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Paragraph Writing/Essay Writing	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires writing skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Seating Arrangement	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Kingdom of Mourya	Offline	Lecture Method	The student gets awareness on Kingdom of Magadha	Indian History byDr.G.Samabasiva Reddy	

39	13/02/2021	9:00 AM	9:50 AM		Grand Test-2	Offline/ Online				
		2:50 PM	3:40 PM		Grand Test-2	Offline/ Online				
		3:50 PM	4:40 PM		Grand Test-2	Offline/ Online				
		4:50 PM	5:30 PM		Grand Test-2	Offline/ Online				
40	15/02/2021	9:00 AM	9:50 AM		Types of Printers, page setup and Printing dialogue box options	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Note Making	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires writing skills	(54) Note Making Strategy for UPSC Preparation by CSE Topper 2018 AIR 2 Akshat Jain - YouTube	
		3:50 PM	4:40 PM		Problems solving Techniques and Logical Reasoning	Offline/ Online	Lecture Method	think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Administrative system of Mouryas	Offline	Lecture Method	The student gets awareness on Administrative system of Mouryas	Indian History byDr.G.Samabasiva Reddy	
41	16/02/2021	9:00 AM	9:50 AM		Types of scanner, scanning the page and images, storing scanned documents into PDF format.	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Resume Writing	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires writing skills	(54) RESUME BUILDING FOR FRESHERS - PART 1 Sample Resume Format Resume Writing Tips - YouTube	
		3:50 PM	4:40 PM		Number, Ranking and Time Sequence Test-1	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Team Sprit	Offline	Lecture Method	The student gets awareness on Tean Sprit		
42	17/02/2021	9:00 AM	9:50 AM		Using MS-Picture Manager	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		CV Writing	Offline/ Online	Lecture, Discussion & Demonstration	The student acquires writing skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Number, Ranking and Time Sequence Test-2	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Money Functions	Offline	Lecture Method	The student gets the mastery over the topic to face competetive exams	Puri and Mishra	

43	18/02/2021	9:00 AM	9:50 AM		Using MS-Picture Manager	Offline/Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Soft Skills : An Overview	Offline/Online	Lecture, Discussion & Demonstration	The student acquires Soft skills	1.High School English Grammer by Wren & Martin 2. English Grammer in Use by Raymond Murphy 3. Essential Grammer in Use by Raymond Murphy	
		3:50 PM	4:40 PM		Mathematical Operations	Offline/Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Types of Money	Offline	Lecture Method	The student gets the mastery over the topic to face competetive exams	Puri and Mishra	
44	19/02/2021	9:00 AM	9:50 AM		Editing pictures, resize and cropping images, color management	Offline/Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Know Youself	Offline/Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	(54) IAS Topper Interview - Aashima Goyal Rank - 65 (UPSC CSE 2019-2020) - YouTube	
		3:50 PM	4:40 PM		Mathematical Operations	Offline/Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Prime Minister and the Cabinet	Offline	Lecture Method	The student gets awareness on Prime Minister and his Cabinet	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
45	20/02/2021	9:00 AM	9:50 AM		Editing pictures, resize and cropping images, color management	Offline/Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		SWOT Analysis	Offline/Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	(54) Br Shafi అనుకున్నది సాధించాలంటే SWOT ANALYSIS తప్పనిసరి - YouTube	
		3:50 PM	4:40 PM		Clocks	Offline/Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Parliament	Offline	Lecture Method	The student gets awareness on Lok Sabha , Rahya Sbha and President	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
46	22/02/2021	9:00 AM	9:50 AM		Practical session for Hour-42,43,44 Class Work	Offline/Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Goal Setting	Offline/Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	(54) Soft Skills - Goal Setting - YouTube	

40	22/02/2021	3:50 PM	4:40 PM		Clocks	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Emperor Ashoka	Offline	Lecture Method	The Student gets awareness on Emperor Ashoka	Indian History byDr.G.Samabasiva Reddy	
47	23/02/2021	9:00 AM	9:50 AM		Practical session for Hour-42,43,44 Class Work	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Positive Attitude	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	 (54) Soft Skills - Positive Attitude & Pleasing Personality - YouTube	
		3:50 PM	4:40 PM		Calendars	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Deterioration of Mouryas	Offline	Lecture Method	The student gets awareness on Deterioration of Mouryas	Indian History byDr.G.Samabasiva Reddy	
48	24/02/2021	9:00 AM	9:50 AM		Rotating images and changing brightness and contrast.	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Body Language	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	 (54) Soft Skills - Positive Body Language - YouTube	
		3:50 PM	4:40 PM		Calendars	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Types of Money	Offline	Lecture Method	The student gets the mastery over the topic to face competetive exams	Puri and Mishra	
49	25/02/2021	9:00 AM	9:50 AM		Rotating images and changing brightness and contrast.	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Communicate Over Internet	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Interpersonal Skills	Offline/ Online	Lecture, Discussion , Demonstration & Activity		 (54) Simple Steps to Improve Your Interpersonal Skills IT Careers - YouTube	
		3:50 PM	4:40 PM		Completion of Incomplete Patterns	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		RBI Money Classification	Offline	Lecture Method	The student gets the mastery over the topic to face competetive exams	Puri and Mishra	
		9:00 AM	9:50 AM		Skill test on using Printer and Scanner	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Handle Printers and Scanners Properly	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	

50	26-02-2021	2:50 PM	3:40 PM		Time Management	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	(54) Time Management - YouTube	
		3:50 PM	4:40 PM		Completion of Incomplete Patterns	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Judiciary system in India- Supreme Court	Offline	Lecture Method	The Student gets awareness on Judiciary System in India and Supreme Court	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
51	27-02-2021	9:00 AM	9:50 AM		Skill test on using Printer and Scanner	Offline/ Online	Lecture Method & ICT Based	Acquires ability to Handle Printers and Scanners Properly	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Presentation Skills	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	(54) Soft Skills - Presentation Skills - YouTube	
		3:50 PM	4:40 PM		Logical VennDiagrams-1	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Judiciary system in India- High Court	Offline	Lecture Method	The Student gets awareness on Judiciary System in India and High Court	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
52	03-01-2021	9:00 AM	9:50 AM		Practices in Computer Lab	Offline/ Online	Lecture Method & ICT Based	Ability to operate computer Individually & effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Just a Minute (JAM) Activities	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	(54) How to Speak in a JAM Session - YouTube https://www.youtube.com/watch?v=bH2ad E68Vlw	
		3:50 PM	4:40 PM		Logical VennDiagram2-1	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Foreign King dynasties	Offline	Lecture Method	The student gets awareness on Foreign king dynasties	Indian History byDr.G.Samabasiva Reddy	
53	03-02-2021	9:00 AM	9:50 AM		Practices in Computer Lab	Offline/ Online	Lecture Method & ICT Based	Ability to operate computer Individually & effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Just a Minute (JAM) Activities	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills		
		3:50 PM	4:40 PM		Solving Quadratic and Cubic Equations	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	

		4:50 PM	5:30 PM		Khusaies	Offline	Lecture Method	The student gets awareness on Khusaies	Indian History byDr.G.Samabasiva Reddy	
54	03-03-2021	9:00 AM	9:50 AM		Practices in Computer Lab	Offline/ Online	Lecture Method & ICT Based	Ability to operate computer Individually & effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
		2:50 PM	3:40 PM		Team Dynamics	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires Soft skills	(54) Empowering Oneself and Teams - Team Dynamics - YouTube	
		3:50 PM	4:40 PM		Solving Quadratic and Cubic Equations	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Team-Introduction	Offline	Lecture Method	The student gets the knowledge on Team		
		9:00 AM	9:50 AM		Practices in Computer Lab	Offline/ Online	Lecture Method & ICT Based	Ability to operate computer Individually & effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
55	03-04-2021	2:50 PM	3:40 PM		Group Discussion	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires communication skills	(54) Sentence starters for Group Discussion Group Discussion Tips TalentSprint - YouTube	
		3:50 PM	4:40 PM		Series, Analogy and Classification & Problem with pictures	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		RBI Money Classification	Offline	Lecture Method	The student gets the mastery over the topic to face competetive exams	Puri and Mishra	
		9:00 AM	9:50 AM		Practices in Computer Lab	Offline/ Online	Lecture Method & ICT Based	Ability to operate computer Individually & effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
56	03-05-2021	2:50 PM	3:40 PM		Group Discussion	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires communication skills	(54) Group Discussion Woman empowerment a cause of incrising divorce rate in IndiaPART5 - YouTube	
		3:50 PM	4:40 PM		Series, Analogy and Classification & Problem with pictures	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Taxable Revenue	Offline	Lecture Method	The student gets the mastery over the topic to face competetive exams	Puri and Mishra	
		9:00 AM	9:50 AM		Practices in Computer Lab	Offline/ Online	Lecture Method & ICT Based	Ability to operate computer Individually & effectively	Computer Fundamentals & Office Applications.pdf (mchrddi.gov.in)	
57	03-06-2021	2:50 PM	3:40 PM		Etiquetes of Telephone,e-mail and SMS	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires the Knowledge of Dos and Don'ts in using Technology	(54) Telephone Etiquette for better business calls - Telephone skills at work (Business English Lesson) - YouTube	

57	03-08-2021	3:50 PM	4:40 PM		Areas	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		State Government	Offline	Lecture Method	The student gets awareness on state government	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
58	03-08-2021	9:00 AM	9:50 AM		Practices in Computer Lab	Offline/ Online	Lecture Method & ICT Based	Ability to operate computer Individually & effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Interview Skills	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires the ability to face Interviews	(54) 08 common Interview question and answers - Job Interview Skills - YouTube	
		3:50 PM	4:40 PM		Volumes	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Assembly	Offline	Lecture Method	The student gets awareness on Assembly	GBK Publications by B.Kriskna Reddy Indian Polity by M.Lakshmi kanth	
59	03-09-2021	9:00 AM	9:50 AM		Practices in Computer Lab	Offline/ Online	Lecture Method & ICT Based	Ability to operate computer Individually & effectively	Computer Fundamentals & Office Applications.pdf (mcrhrdi.gov.in)	
		2:50 PM	3:40 PM		Interview Skills	Offline/ Online	Lecture, Discussion , Demonstration & Activity	The student acquires the ability to face Interviews	(54) Job Interview Skills in 2020 Best Interview Tips to crack your Interviews Edureka - YouTube	
		3:50 PM	4:40 PM		Surface Area	Offline/ Online	Lecture Method	The trainee will be able to think innovatively, rationally and arrive at logical conclusion	Logical Reasoning -Aptitude Questions (freshersworld.com)	
		4:50 PM	5:30 PM		Personality Development	Offline	Lecture Method	The student gets awareness on Personality Development		
60	03-10-2021	9:00 AM	9:50 AM		Grand Test-3	Offline/ Online				
		2:50 PM	3:40 PM		Grand Test-3	Offline/ Online				
		3:50 PM	4:40 PM		Grand Test-3	Offline/ Online				
		4:50 PM	5:30 PM		Grand Test-3	Offline/ Online				