



Course Weekly Outline

Week No.	Theoretical	Experimental
1	Introduction to computer	
2	Computer programming language	
3	Operating System (Windows)	Experimental lessons
4	Operating System (Windows)	Experimental lessons
5	Flowcharts	
6	Algorithms	
7	Introduction to Microsoft Word	Experimental lessons
8	Word Tutorial	Experimental lessons
9	Word Tutorial	Experimental lessons
10	Introduction to Microsoft Excel	Experimental lessons
11	Find solutions for various mathematical operations	Experimental lessons
12	How to insert different functions using Excel	Experimental lessons
13	Draw charts using Excel	Experimental lessons
14	Introduction to Power point	Experimental lessons
15	prepare a presentation using Power point	Experimental lessons