

कक्षा बारहवीं जेमवतल
विशय O.S.S. English
प्रथम समैस्टर-1 अप्रैल से 30 सितम्बर तक

मास	पुस्तक का नाम	विशय वस्तु	षिक्षण के पीरियड	दोहराई के पीरियड
अप्रैल		Meaning, Importance and use of office stationary consonants and vowels used in English Shorthand use of computer and Select accessories as- Paintbrush and calculator	2 4 4	1 1 1
मई Unit Test-I 17-25		use of stock register use of upward and down-word form of Rand H Computer accessories-Note Pad and Calender	2 2 4	1 1 1
जून	ग्रीष्मकालीन अवकाष 1 जून से 30 जून तक			
जुलाई		Meaning and importance of meeting use of Dipthongs in short-hand computer accessories-word pad, Entertainment	4 4 4	1 1 1
अगस्त Unit Test-II 17-25		Short Note on Notice, Agenda, Quorum, Proxy. Meaning and Importance of Phraseography. Computer accessories-communication, system tools.	4 4 4	1 1 1
सितम्बर		Qualifies of a good Pharse Computer accessories-M.S, DOS	2 2	1 1

d{k k ckjgoha Practical
fo " k; O.S.S. English
izFke leSLVj&l vizSy ls 30 flrEcj rd

ekl	iqLrd dk uke	fo " k; oLrq	f ' k { k . k ds ihfj ; M	nksgjkbZ ds ihfj ; M	iz ; ksxkRed dk ; Z
vizSy		Prepare of Stock register Practice of Words in short- hand by using vowels Practice Computer accessories as:- Paintbrush Calculator, Note Pad, Calender			08
ebZ Unit Test-I 17-25		-do-			-8
twu xzkh " edkyhu vodk ' k 1 twu ls 30 twu rd					
tqykbZ		Conduct a meeting to make a group of two or more students use of Diphthongs & make differents words Computer, accessories, Word Pad, Entertainment			10
vXLr Unit Test-II 17-25		Practice the list of Phrases Computer Accessories, Communication, System tools M.S. DOS			10
flrEcj		-do-			04