

STUDY PLAN

Date	Day	Topic (Mahesh Sir)
18-Aug-2026	Tuesday	Fundamentals of Computers & Computer Architecture overview
19-Aug-2026	Wednesday	PC Assembling, Installation & Troubleshooting
20-Aug-2026	Thursday	Computer Viruses - Types, Detection & Prevention
21-Aug-2026	Friday	Memory Hierarchy, ROM, RAM, DRAM
22-Aug-2026	Saturday	Storage Devices, Secondary Memory, RAID and its Levels
24-Aug-2026	Monday	High-speed Memories, CPU Concepts, NIC Cards
25-Aug-2026	Tuesday	Peripherals: Keyboard, Mouse, Video Cards, Monitors, LCD
26-Aug-2026	Wednesday	Peripherals: Digital Camera, Sound Cards, Printers, Modems, Scanners, Power Supply
27-Aug-2026	Thursday	Revision: Computer Hardware (Full Recap)
28-Aug-2026	Friday	Operating Systems Fundamentals & DOS Commands
29-Aug-2026	Saturday	Windows Accessories & Utilities
31-Aug-2026	Monday	Windows Generations, Installation & Maintenance
01-Sep-2026	Tuesday	File Management, Creating User Accounts & Passwords
02-Sep-2026	Wednesday	Administrative Tools, Control Panel, Services, Settings, Multimedia, Printers
03-Sep-2026	Thursday	Database Management - Basic Concepts & RDBMS
04-Sep-2026	Friday	Data Types, Tables, Views
05-Sep-2026	Saturday	Transactions, Concurrency, Reports
07-Sep-2026	Monday	Revision: Computer Software & OS (Full Recap)
08-Sep-2026	Tuesday	MS-Word: Basics, File Operations, Formatting & Editing Text
09-Sep-2026	Wednesday	MS-Word: Tables, Inserting Objects, Page Design
10-Sep-2026	Thursday	MS-Word: Macros, Mail Merge, Document Creation & Printing
11-Sep-2026	Friday	MS-Excel: Cell Formatting, Graphic Objects & Charts
12-Sep-2026	Saturday	MS-Excel: Database, Pivot Tables, Data Validation
14-Sep-2026	Monday	MS-Excel: Maths Functions, Calculations, Templates, File Protection & Printing
15-Sep-2026	Tuesday	MS-PowerPoint: Essential Elements, Creating/Adding Slides, Formatting
16-Sep-2026	Wednesday	MS-PowerPoint: Designing, Layout, Slide Show Presentations, Printing
17-Sep-2026	Thursday	MS-Access: Database, Tables, Data Sheets, Queries, Forms
18-Sep-2026	Friday	MS-Access: Data Entry, Editing, Reports
19-Sep-2026	Saturday	Networking: Topologies, LAN, MAN, WAN
20-Sep-2026	Sunday	Security Management: Firewall Policy, Packet Filters, Application Gateway, Advanced Authentication, Antivirus, Encryption, VPN, Internet, Intranet