NSQF Course Content for the Session 2023-24
Subject/Sector : IT-ITeS, NSQF (E), Subject Code : 50
Class IX
Job Role : Domestic Data Entry Operator

Parts	Units	Contents	Max. Marks for Theory and Practical 100		
			Half-Yearly	Annual	Total
Part A		**Employability Skills**			
	1	Communication Skills	02	02	
	2	Self-management Skills		02	
	3	Basic ICT Skills	05	02	10
	4	Entrepreneurial Skills	03	02	
	5	Green Skills		02	
Part B		**Vocational Skills**			
	1	Introduction to IT-ITeS Industry	10	05	
	2	Data Entry and Key boarding Skills	10	05	30
	3	Digital Documentations (Elementary)	10	10	
	4	Electronic Spreadsheet (Elementary)		05	
	5	Digital Presentation		05	
Part C		**Practical Work**			
	1	Practical Examination	15	15	
	2	Written Test	10	10	35
	3	Viva Voce	10	10	
Part D		**Project Work/ Field Visit**			
	1	Practical File/ Student Portfolio	10	10	15
	2	Viva Voce	05	05	
Part E		**Continuous and Comprehensive Evaluation (CCE)**	10	10	10
		Total	100	100	
		Grand Total			100