

Class -XI

Technology in Everyday Life

SYLLABUS (2025-26)

XI Unit 1	Personal Use Technologies	27 hours
4 Competencies	Functional & Technology Topics	
CG3-C5 Personal Productivity	Personal productivity and collaboration with others, Educational video channels	
CG1-C1 Basic Digital Literacy	Contacts, Notes, Apps & Notifications, Notes, File types & conversion, Cloud storage and apps, Sharing & collaborating, Backup and Sync, Cyber safety, Secure storage	
CG1-C2 Research and Communication Tools	Browsers, Search engines, Image search, Translation, OCR, AI assistants. Diverse messaging options, Online conferencing, speech to text and text to speech, Social media	
CG3-C4 Digital Media Creation	Shooting and Editing videos & photos, Podcast, Digital art/poster Mini projects & Activities for students to use each of the technologies mentioned above.	

XI Unit 2	Planning and Task Tracking	23 hours
7 Competencies	Functional & Technology Topics	
CG3-C1 Planning, Task Management, Decision Making	Task-breakdown, Tracking task progress, Travel planning including Budget handling, priorities and trade-offs	
CG1-C3 Basic Application of Digital Tools CG2-C2 Basic Computational Thinking	Maps, Search, Reviews & Ratings, Calendar, Spreadsheets – tabular organisation, formatting for ease of comparison, calculations using simple formulas, dropdowns for reliable data entry, conditional formatting	
<i>Design Thinking:</i> CG4-C1 Inquire and Analyse, CG4-C2 Develop Design, CG4-C3 Create a Solution, CG4-C4 Evaluate the solution	Group Project to Plan a Class Tour: <ul style="list-style-type: none"> ● Gather and analyse tour requirements, ● Generate many ideas, develop multiple tour plan options and select the best, ● Meticulously detail out the tour plan, ● Seek peer feedback and make improvements. 	
CG2-C1 Exposure to Technology Foundations and Opportunities	Evolution of planning processes with technology. How do Maps work? Additional features of Spreadsheet for calculation, data organisation, and attractive formatting.	

XI Unit 3	Animated eLearning Video	18 hours
8 Competencies	Functional & Technology Topics	
CG3-C4 Digital Media Creation	Styles of animation, elements of animation, animation script, iterative improvement process.	
CG1-C3 Basic Application of Digital Tools	Diverse tools for different styles of Animation, Characters, backgrounds, animation effects, Special effects, Graphical drawing tool, Video creation	
<i>Design Thinking:</i> CG4-C2 Develop Design, CG4-C3 Create a Solution, CG4-C4 Evaluate the solution	Group Project to Develop an Animated eLearning Video: <ul style="list-style-type: none"> • Understand elements of animation • Choose style of animation suitable to explain an eLearning concept • Prepare an elaborate animation script • Develop the animated eLearning video • Peer feedback and improvements 	
CG2-C1 Exposure to Technology Foundations and Opportunities CG3-C6 Internet-enabled Services	Evolution of animation techniques with technology Variety of eLearning options – MOOCs, Swayam Prabha, and others. Also, earning opportunities with animation and digital media skills.	

XI Unit 4	Structured Communication	24 hours
8 Competencies	Functional & Technology Topics	
CG3-C2 Structured Communication	Multi-modal communication with customers, Email threads, Structuring & formatting documents (e.g. resumes), Structuring presentations purposefully, Norms of online discussions, Contact management	
CG1-C2 Research & Communication Tools CG1-C3 Basic Application of Digital Tools	Various tools for customer communication, word-processing, spelling & grammar checking, formatting, templates, presentation tools, structured discussion tools, contacts	
<i>Design Thinking:</i> CG4-C2 Develop Design, CG4-C3 Create a Solution, CG4-C4 Evaluate the solution	Small Group Project: Create Slides and Present <ul style="list-style-type: none"> • Clarity and purpose of the message • Structure aligned with the purpose • Adding technology elements to make it vibrant • Peer Feedback & improvement 	
CG2-C1 Exposure to Technology Foundations and Opportunities	Evolution of Written communication, Advanced features in word processing and slide presentation, Desktop Publishing software for magazine articles and books, Applications of different types of printers – dot-matrix, line printers, inkjet, laser. Also, earning opportunities for skills in structured communication.	

Unit 5	Online Brand Presence	18 hours
7 Competencies	Functional & Technology Topics	
CG3-C3 Product Innovation and Online Presence	Digital branding principles, key elements of online branding, prioritising web and social media channels for intended target groups, designing and communicating brand identity, basics of online advertisement.	
CG1-C3 Basic Application of Digital Tools	Digital design and web tools, Web domain, Developing and hosting a Web site, Content management systems, Social media handles, Online communities, Introduction to online advertising tools and metrics	
<i>Design Thinking:</i> CG4-C1 Inquire and Analyse, CG4-C2 Develop Design, CG4-C3 Create a Solution	Group Project: Create an Online Brand <ul style="list-style-type: none"> • Conceptualise the brand identity for a chosen organisation • Develop brand collateral: name, logo, tag line, banner, visiting cards • Develop a basic website • Design a digital poster and message to communicate brand identity to target groups. • Utilise social media platforms to reach the target group population. • Understand how an online advertising platform can be used. 	
CG2-C1 Exposure to Technology Foundations and Opportunities	HTML, CSS and their properties Evolution of brand building and management with technology Careers enabled by skills in creating brand collateral and in reaching out to online audiences.	

XI Unit 6	Basic Computation Concepts	12 hours
4 Competencies	Functional & Technology Topics	
CG3-C3 Product Innovation and Online Presence	Applications of Basic Computational Thinking in everyday lives: Products using digital automation such as programmable LED lights, washing machines, microwaves, roti-makers, and so on.	
CG2-C2 Basic Computational Thinking	Programming blocks. Automation of solutions based on Goals and Constraints. Activities: <ul style="list-style-type: none"> • Solve a few puzzles with gradually increasing difficulty levels using interactive block programming. • Explain the basic computation concepts such as Sequencing, Conditional decision, and Repetition loops using everyday life examples. 	
CG2-C1 Exposure to Technology Foundations and Opportunities	Understand basic elements & constructs of popular programming languages and their evolution. Process of compiling/interpreting/executing of programs. Security: Hacking, Viruses, Spyware, Worms, Phishing, Spamming; Ways and tools to protect from such threats. Careers enabled by basic understanding of computational thinking and automation.	

