MOUNT CARMEL SCHOOL, CHANDIGARH

Class IX Computer Applications Practical Examination & Viva Schedule
Term-II , Session 2026-27

Date of Practical Examination & Viva	Class & Section
10-12-2026	IX-D
10-12-2026	IX-E
11-12-2026	IX-B
15-12-2026	IX-A
16-12-2026	IX-C

Instructions:

1. Computer Applications Practical Examination and Viva will be of 50 marks.
2. Practical Examination and Viva will be held during the regular School hours in the Computer Applications Period as per the Time Table.
3. Attendance is compulsory on the day of Practical Examination and Viva.
4. Students have to submit their complete Practical File. It should have a Cover page with the title of the Project, School details, Student details, Index and Acknowledgement along with Open Office Writer and Impress Activities, Subject Activities, Subject Enrichment Activity and Project Work. Bibliography to be added at the end.
5. **Project Work:**
   Create an Excel spreadsheet showing the following data:
   - Calculate the total bill amount using the Sum function.
   - Change the bill amount of the patient having P_ID as P003 and observe the change in Total amount.
   - Create a Bar chart using the data given in the Term II Syllabus.

4. **Marks Distribution for the Practical Examination and Viva:**

- Lab Activities to be performed in I. T Lab- 20 marks
- Practical File (Four documents each from MS Word, Spreadsheet and MS PowerPoint)- 08 marks
- Viva- 02 Marks
- Project Work (To be submitted in the Practical File):- 10 Marks
- Unit Test, Notebooks, M. A. Activity / S.E Activity- 10 Marks

Note: Students must bring the Practical File on the day of their Practical Examination. Last date to submit the Practical File is 07-12-2026.

Dr. Parveena John Singh
Principal