



# ST. LAWRENCE HIGH SCHOOL

27, BALLYGUNGE CIRCULAR ROAD, KOLKATA - 700019



Session Plan / Syllabus Coverage for the Academic Year 2026-2027

Subject: Computer

Term: First Term

Name of the Subject Co-ordinator: Srijita Das

Name of the Book: New Log On To Computers-2

No. of Working Days: 81


No. of Periods Available: 17

Class: 2 Sections: A, B & C

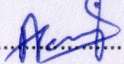
| MONTH | NO. OF PERIODS | LESSONS  | TOPICS COVERED   | CLASS WORK  | TEACHING AIDS  |
|-------|----------------|--|--|---|--|
| April | 3              | <b>First Term Begins</b><br><b>Chapter 1- Computer- An Electronic Device</b> | Working of a computer, IPO cycle<br>How are computers different from us?<br>How are humans superior to computer? | Explanation of the topics (Page no. 7 to 13).<br>Questions and answers to be done in class.   | Students will draw a computer system.<br>Students will learn typing.                   |
| May   | 2              | <b>Chapter 1- Computer- An Electronic Device (Continued)</b>                 | Advantages of a computer<br>Disadvantages of a computer  | Demonstration to be given in class (Page no. 14 to 16)<br>Exercise (Page no. 16, 17)<br>Fill in the blanks to be done in class.<br>Questions and answers to be done in class.   | Students will draw an electronic device which looks similar to monitor.                |
| June  | 2              | <b>Chapter 2- Role of Computers</b>  | Uses of computers at various places<br>Role of computers in enhancing the teaching and learning process          | Explanation of the topics (Page no. 20 to 24).<br>Write True or False to be done in the class.<br>Demonstration to be given in class (Page no. 25 to 27)<br>Exercise (Page no. 28, 29)<br>Questions and answers to be done in class.      | Students will stick pictures of places where computers are being used in their copies. |
| July  | 5              | <b>Chapter 3- Input and Output Devices</b>                                   | Input Devices<br>Output Devices<br>Storage Devices   | Explanation of the topics (Page no. 30 to 33).<br>Questions and answers to be done in the class.<br>Match the followings to be done in the class.<br>Demonstration to be given in class (Page no. 34 to 36)<br>Exercise (Page no. 37, 38) | Students will draw the brain of the computer.  |

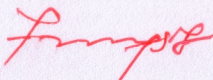
Teachers are requested to prepare a LESSON PLANS for each Topic month wise.


Kindly mention the chapters included for Terminal Examinations.

Signature of the Co-Teachers: 1.  ..... 2. ....

Submitted on: 05/05/2026 .....

Academic Co-ordinator:  .....

PRINCIPAL 

  
VICE PRINCIPAL



# ST. LAWRENCE HIGH SCHOOL

27, BALLYGUNGE CIRCULAR ROAD, KOLKATA - 700019



Session Plan / Syllabus Coverage for the Academic Year 2026-2027

Subject: Computer

Term: Second Term

Name of the Subject Co-ordinator: Srida Das

Name of the Book: New Log On To Computers-2

No. of Working Days: 83


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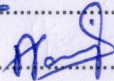
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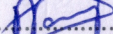
| MONTH     | NO. OF PERIODS | LESSONS   | TOPICS COVERED   | CLASS WORK   | TEACHING AIDS                                    |
|-----------|----------------|---|--|--|--|
| August    | 4              | <b>Chapter 4-</b> Keyboard-Special Keys<br><br><b>Revision of First Term Syllabus- Chapters 1,2,3 &amp; 4</b>   | Shift key, Num lock key, Home and End keys, Punctuation keys<br>Keyboard shortcut and other keys<br><b>Revision of First Term Syllabus- Chapters 1,2,3 &amp; 4</b>                                 | Explanation of the topics (Page no. 41 to 44)<br>Questions and answers to be done in class.<br>Exercise (Page no. 45, 46)<br><b>Revision of First Term Syllabus- Chapters 1,2,3 &amp; 4</b>  | Students will draw a keyboard on a chart paper.  |
| September | 1<br><br>2     | <b>Revision of First Term Syllabus- Chapters 1,2,3 &amp; 4</b><br><b>First Term Examination</b><br><b>Second Term Begins</b><br><b>Chapter 5-</b> Computer Mouse -An Input Device | <b>Revision of First Term Syllabus- Chapters 1,2,3 &amp; 4</b><br><br><b>First Term Examination</b><br><br>Mouse, Mouse Pointer, Mouse Actions   | <b>Revision of First Term Syllabus- Chapters 1,2,3 &amp; 4</b><br><br><b>First Term Examination</b><br><br>Explanation of the topics (Page no. 48 to 50)<br>Exercise (Page no. 51, 52)   | Students will draw a mouse on a chart paper.     |
| October   | 3              | <b>Chapter 6-</b> Fun With Paint  | Different Polygons and Curved Lines<br>Different tools of the tools group<br>Opening a new file in paint<br>Saving a drawing in paint<br>Opening an already saved drawing<br>Closing Paint program | Explanation of the topics in Practical classes (Page no. 55 to 62)<br>Write True or False to be done in the class.<br>Demonstration to be given in class (Page no. 63 to 65)<br>Exercise (Page no. 66, 67)<br>Questions and answers to be done in class. | Students will draw different shapes in MS-Paint. |
| November  | 3              | <b>Chapter 7-</b> Introduction to File Management   | File, File Management, Saving a file<br>Saving a file in the specified path  | Explanation of the topics (Page no. 71 to 74)<br>Questions and answers to be done in the class.<br>Exercise (Page no. 75, 76)  | Students will save a file in computer lab.       |

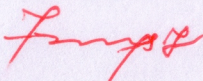
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Kindly mention the chapters included for Terminal Examinations.

Signature of the Co-Teachers: 1.  ..... 2. ....

Submitted on: 05/05/20 .....  


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# ST. LAWRENCE HIGH SCHOOL

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Session Plan / Syllabus Coverage for the Academic Year 2026-2027

Subject: Computer

Term: Second Term

Name of the Subject Co-ordinator: Srija Das

Name of the Book: New Log On To Computers-2

No. of Working Days: 83


No. of Periods Available: 17

Class: 2 Sections: A, B & C

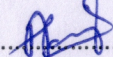
| MONTH    | NO. OF PERIODS | LESSONS  | TOPICS COVERED  | CLASS WORK   | TEACHING AIDS   |
|----------|----------------|--|---|--|---|
| December | 3              | <b>Chapter 8-</b> Notepad  | Starting Notepad, Parts of the Notepad Window<br>Type in Notepad  | Explanation of the topics (Page no. 77 to 81)<br>Fill in the blanks to be done in class.<br>Write True or False to be done in the class.<br>Questions and answers to be done in class. | Students will type about themselves in Notepad.                 |
| January  | 4              | <b>Chapter 8-</b> Notepad (Continued)<br><b>Chapter 9-</b> Coding: An Introduction                       | Saving a file in Notepad<br>Exiting Notepad<br>Coding-An Introduction<br>Understanding different types of codes | Exercise (Page no. 82, 83)<br>Questions and answers to be done in class.<br>Fill in the blanks to be done in class.<br>Exercise (Page no. 90)  | Students will save a file and open an existing file in notepad. |
| February | 2              | <b>Revision of Second Term Syllabus (Chapters 5,6,7,8 &amp; 9)</b><br><br><b>Second Term Examination</b> | <b>Revision of Second Term Syllabus (Chapters 5,6,7,8 &amp; 9)</b><br><br><b>Second Term Examination</b>        | <b>Revision of Second Term Syllabus (Chapters 5,6,7,8 &amp; 9)</b><br><br><b>Second Term Examination</b>   |   |
| March    |                | —  | —   | —  |   |

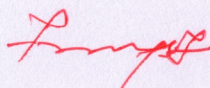
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