



ST. LAWRENCE HIGH SCHOOL

A Jesuit Christian Minority Institution
27, BALLYGUNGE CIRCULAR ROAD, KOLKATA- 700019
Syllabus planning for the academic year 2019



Subject: COMPUTER SCIENCE

TERM: FIRST & SECOND

TEACHER'S NAME: PHALGUNI PRAMANIK

No. of working days: 86

No. of periods available: 26

CLASS: V

SECTION: ABC

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
JANUARY	8	1. The Versatile Computer 2. Data Storage Media	<ul style="list-style-type: none"> The main parts and peripheral devices Different applications of computer Bits and Bytes Primary and Secondary memory 	<ul style="list-style-type: none"> Formative Assessment Applications of computer 	<ul style="list-style-type: none"> Notes on corresponding topics Back exercise ques/ans
FEBRUARY	8	3. MS Windows 7 4. MS Words – Formatting	<ul style="list-style-type: none"> Opening and closing files Creating new folder Diff. between a file and folder What is Formatting Formatting the font 	<ul style="list-style-type: none"> Naming, renaming, copying, pasting and deleting files and folders Formative Assessment 	<ul style="list-style-type: none"> Notes on corresponding topics Back exercise ques/ans Lab Activity : Files and Folders
MARCH	8	4. MS Words – Formatting (contd...)	<ul style="list-style-type: none"> How to format a paragraph Printing a document in MS Word 	<ul style="list-style-type: none"> Formative Assessment Revision 	<ul style="list-style-type: none"> Notes on corresponding topics Back exercise ques/ans Lab Activity : MS Word
FIRST TERM SYLLABUS: CHAPTER: 1, 2, 3, 4			PRACTICAL EXAM TOPIC: MS WORD FEATURES		
APRIL	1 ST TERM BEGINS 2	REVISION 5. MS-Word – WordArt, Picture, and Audio	<ul style="list-style-type: none"> Creating WordArt Changing WordArt 	<ul style="list-style-type: none"> Formative Assessment 	<ul style="list-style-type: none"> Notes on corresponding topics

Teachers are requested to prepare a LESSON PLAN for each Lesson to be taught. The Lesson plans are to be submitted along with the monthly planner.

Name of the Teacher : Phalguni Pramanik

Signature of Teacher : *Phalguni Pramanik*

PRINCIPAL

Submitted on : 28.01.2019

Academic Co-ordinator :

Phalguni Pramanik
5/2/19
VICE PRINCIPAL

ACADEMIC CO-ORDINATOR

Phalguni Pramanik
20.1.19
St. Lawrence High School



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Syllabus planning for the academic year 2019



FOR GOD AND COUNTRY

Subject: COMPUTER SCIENCE

TERM: SECOND & THIRD

TEACHER'S NAME: PHALGUNI PRAMANIK

No. of working days: 70

No. of periods available: 20

CLASS: V

SECTION: ABC

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
MAY	2	5. MS-Word – WordArt, Picture, and Audio (contd...)	<ul style="list-style-type: none"> Inserting ClipArt Inserting pictures Inserting audio 	<ul style="list-style-type: none"> Steps writing Formative Assessment 	<ul style="list-style-type: none"> Notes on corresponding topics Back exercise ques/ans Lab Activity : Advanced MS Word
JUNE	6	9. Flowchart	<ul style="list-style-type: none"> Introduction to flowcharts Flowchart Symbols Flowchart loop examples Flowchart count examples 	<ul style="list-style-type: none"> Draw the flowchart symbols Formative Assessment 	<ul style="list-style-type: none"> Notes on corresponding topics Formative Assessment Lab Activity : Flowchart practice
JULY	6 2 nd TERM BEGINS	9. Flowchart (contd...) Revision	<ul style="list-style-type: none"> Revision of flowchart examples 	<ul style="list-style-type: none"> Revision 	<ul style="list-style-type: none"> Flowchart revision examples Lab Activity : Flowchart practice
SECOND TERM SYLLABUS: CHAPTER: 4, 5, 9			PRACTICAL EXAM TOPIC: MS WORD FEATURES		
AUGUST	6	6. MS-PowerPoint	<ul style="list-style-type: none"> Starting MS PowerPoint 	<ul style="list-style-type: none"> Slide Views 	<ul style="list-style-type: none"> Notes on corresponding topics

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Signature of Teacher : *Phalguni Pramanik*

PRINCIPAL

Submitted on : 28.01.2019

Academic Co-ordinator :

VICE PRINCIPAL

ACADEMIC CO-ORDINATOR

Ph
20.1.19
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Syllabus planning for the academic year 2019



Subject: COMPUTER SCIENCE

TERM: FIRST & SECOND

TEACHER'S NAME: PHALGUNI PRAMANIK

No. of working days: 55

No. of periods available: 14

CLASS: V

SECTION: ABC

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
SEPTEMBER	7	6. MS-PowerPoint (contd...) 7. MS-PowerPoint (Adding Graphics and More)	<ul style="list-style-type: none"> Editing slides in a presentation Inserting ClipArt Inserting Shapes Adding movies and sound clips Setting slide show presentation timing 	<ul style="list-style-type: none"> Changing Background Rehearsal Features Formative Assessment 	<ul style="list-style-type: none"> Notes on corresponding topics Back exercise ques/ans Lab Activity : MS PowerPoint
OCTOBER	5	8. Internet	<ul style="list-style-type: none"> How Internet Works Some Important terms Netiquette 	<ul style="list-style-type: none"> The Internet Buttons Formative Assessment 	<ul style="list-style-type: none"> Notes on corresponding topics Back exercise ques/ans
NOVEMBER	3 rd TERM BEGINS 2	Revision	Revision	Revision	Revision
THIRD TERM SYLLABUS: 2, 6, 7, 8, 9				PRACTICAL: MS - PowerPoint	

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Signature of Teacher : *Phalguni Pramanik*

PRINCIPAL

Submitted on : 28.01.2019

Academic Co-ordinator :

VICE PRINCIPAL

ACADEMIC CO-ORDINATOR

Pha 30.1.19
St. Lawrence High School

Pha 5/2/19