



# 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 & PRITHWISH DE

No. of working days: 86

No. of periods available: 26

CLASS: VI

SECTION: A, B, C

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
JANUARY	8	1. COMPUTERS 2. MORE ON MS WINDOWS 7	<ul style="list-style-type: none"> <li>CHARACTERISTICS OF A COMPUTER</li> <li>MENU BAR, CONTROL PANEL, DISK CLEANUP</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>APPLICATIONS OF A COMPUTER</li> </ul>	<ul style="list-style-type: none"> <li>NOTES ON CHARACTERISTICS OF A COMPUTER</li> <li>MEMORY TYPES AND BACK QUES/ANS</li> </ul>
FEBRUARY	8	3. MS WORD : TABLES	<ul style="list-style-type: none"> <li>CREATING A TABLE</li> <li>INSERTING DATA IN A TABLE</li> <li>MODIFYING TABLES</li> <li>DELETING TABLES</li> <li>CHANGING COLUMN WIDTH AND HEIGHT</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>SPLIT AND MERGE CELLS</li> <li>CHANGING BORDERS</li> </ul>	<ul style="list-style-type: none"> <li>LAB ACTIVITY: MS WORD</li> <li>NOTES ON CORRESPONDING TOPICS</li> </ul>
MARCH	8	5. MS WORD:MORE FEATURES	<ul style="list-style-type: none"> <li>HEADER AND FOOTER</li> <li>ENDNOTE AND FOOTNOTE</li> <li>INSERTING SYMBOLS AND SPL. CHARACTERS</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>STEPS QUES/ANS</li> </ul>	<ul style="list-style-type: none"> <li>PRACTICAL CLASSES ON MS WORD</li> <li>BACK QUES/ANS</li> </ul>
<b>FIRST TERM SYLLABUS: CHAPTER: 1, 2, 3, 5</b>			<b>PRACTICAL EXAM TOPIC: MS WORD FEATURES</b>		
APRIL	1 <sup>ST</sup> TERM BEGINS  2	6. EXCELLENT EXCEL	<ul style="list-style-type: none"> <li>ABOUT EXCEL</li> <li>PARTS OF EXCEL WINDOW</li> </ul>	<ul style="list-style-type: none"> <li>STEPS TO START EXCEL</li> </ul>	<ul style="list-style-type: none"> <li>NOTES ON CORRESPONDING TOPICS</li> </ul>

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 and Prithwish De

Signature of Teacher : *Phalguni Pramanik Prithwish De*

PRINCIPAL

Submitted on : 28.01.2019

Academic Co-ordinator : *Phalguni Pramanik* 28.01.19

VICE PRINCIPAL *Prithwish De* 5/2/19



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FOR GOD AND COUNTRY

Subject: COMPUTER SCIENCE

TERM: FIRST & SECOND

TEACHER'S NAME: PHALGUNI PRAMANIK & PRITHWISH DE

No. of working days: 70

No. of periods available: 22

CLASS: VI

SECTION: A, B, C

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
MAY	2	6. EXCELLENT EXCEL (CONTD..)	<ul style="list-style-type: none"> <li>SELECTING CELLS</li> <li>ENTERING DATA IN WORKSHEET</li> <li>TYPES OF DATA IN EXCEL</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>ADVANTAGES OF EXCEL</li> </ul>	<ul style="list-style-type: none"> <li>NOTES ON CORRESPONDING TOPICS</li> <li>LAB ACTIVITY: EXCEL</li> </ul>
JUNE	6	7. EDITING CELL CONTENTS	<ul style="list-style-type: none"> <li>DELETING, COPYING AND MOVING CELL CONTENTS</li> <li>INSERT AND DELETE ROWS</li> <li>AUTOFILL</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>ASSIGNING HEADING &amp; FORMATTING FONT</li> </ul>	<ul style="list-style-type: none"> <li>NOTES ON CORRESPONDING TOPICS</li> <li>LAB ACTIVITY : EDITING CELL CONTENTS</li> </ul>
JULY	6	8. EXCEL : FORMATTING DATA (2 <sup>ND</sup> TERM BEGINS)	<ul style="list-style-type: none"> <li>USING FONT AND ALIGNMENT GROUPS</li> <li>USING THE FORMAT CELL MENUS</li> <li>FORMATTING TEXT</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>STEPS QUES/ANS</li> </ul>	<ul style="list-style-type: none"> <li>NOTES ON CORRESPONDING TOPICS</li> </ul>
SECOND TERM SYLLABUS: CHAPTER: 6, 7, 8			PRACTICAL EXAM TOPIC: EXCEL		
AUGUST	6	9. INTERNET AND EMAIL	<ul style="list-style-type: none"> <li>SEARCH ENGINES</li> <li>E-MAIL AND ITS APPLICATION</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>STEPS TO BROWSE INTERNET</li> </ul>	<ul style="list-style-type: none"> <li>NOTES ON CORRESPONDING TOPICS</li> <li>BACK EXERCISES QUES/ANS</li> </ul>

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 and Prithwish De

Signature of Teacher : ..... Prithwish De

Submitted on : 28.01.2019

Academic Co-ordinator : .....  
*Phalguni Pramanik*

PRINCIPAL

*Phalguni Pramanik*  
5/2/19  
VICE PRINCIPAL



FOR GOD AND COUNTRY

# ST. LAWRENCE HIGH SCHOOL

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Subject: COMPUTER SCIENCE

TERM: FIRST & SECOND

TEACHER'S NAME: PHALGUNI PRAMANIK & PRITHWISH DE

No. of working days: 55

No. of periods available: 14

CLASS: VI

SECTION: A, B, C

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
SEPTEMBER	7	7. QBASIC	<ul style="list-style-type: none"> <li>INTRODUCTION TO PROGRAMMING LANG</li> <li>QBASIC INTERFACE</li> <li>BASIC COMMANDS IN QBASIC</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>FEW QBASIC PROGRAMS</li> </ul>	<ul style="list-style-type: none"> <li>PROGRAMS ON QBASIC</li> <li>LAB ACTIVITY: QBASIC</li> </ul>
OCTOBER	5	8. QBASIC (CONTD...) 9. QBASIC – GRAPHICS AND SOUND	<ul style="list-style-type: none"> <li>ELEMENTS OF QBASIC</li> <li>COMMANDS TO DRAW LINE, CIRCLE, PAINT</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>ADVANCED QBASIC POGRAMS</li> </ul>	<ul style="list-style-type: none"> <li>NOTES ON CORRESPONDING TOPICS</li> <li>LAB ACTIVITY: QBASIC EXAM</li> </ul>
NOVEMBER	2	9. QBASIC – GRAPHICS AND SOUND (3 <sup>RD</sup> TERM BEGINS)	<ul style="list-style-type: none"> <li>COMMANDS TO PRODUCE SOUND</li> <li>REVISION</li> </ul>	<ul style="list-style-type: none"> <li>FORMATIVE ASSESSMENT</li> <li>REVISION</li> </ul>	<ul style="list-style-type: none"> <li>NOTES ON VARIOUS COMMANDS</li> <li>REVISION</li> </ul>
THIRD TERM SYLLABUS: 7, 8, 9, 1, 6			PRACTICAL: QBASIC		

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Name of the Teacher : Phalguni Pramanik and Prithwish De

Signature of Teacher : ..... Prithwish De

Submitted on : 28.01.2019

Academic Co-ordinator : .....  
1.2.19

PRINCIPAL

Signature of Vice Principal  
VICE PRINCIPAL 5/2/19