



FOR GOD AND COUNTRY

ST. LAWRENCE HIGH SCHOOL

A Jesuit Christian Minority Institution
27, BALLYGUNGE CIRCULAR ROAD, KOLKATA- 700019



TERM: FIRST

TEACHER'S NAME: PHALGUNI PRAMANIK

Syllabus planning for the academic year 2020

Subject: COMPUTER SCIENCE

CLASS: VI

SECTION: A, B, C

No. of working days: 88

No. of periods available: 24

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
JANUARY	7	1. COMPUTERS 2. MORE ON MS WINDOWS 7	<ul style="list-style-type: none"> CHARACTERISTICS OF A COMPUTER MENU BAR, CONTROL PANEL, DISK CLEANUP 	<ul style="list-style-type: none"> OBJECTIVE TYPE QUESTIONS APPLICATIONS OF A COMPUTER 	<ul style="list-style-type: none"> NOTES ON CHARACTERISTICS OF A COMPUTER MEMORY TYPES AND SHORT ANSWER TYPE QUESTIONS
FEBRUARY	8	3. MS WORD : TABLES	<ul style="list-style-type: none"> CREATING A TABLE INSERTING DATA IN A TABLE MODIFYING TABLES DELETING TABLES CHANGING COLUMN WIDTH AND HEIGHT 	<ul style="list-style-type: none"> OBJECTIVE TYPE QUESTIONS SPLIT AND MERGE CELLS CHANGING BORDERS 	<ul style="list-style-type: none"> LAB ACTIVITY: MS WORD NOTES ON CORRESPONDING TOPICS
MARCH	8	5. MS WORD:MORE FEATURES	<ul style="list-style-type: none"> HEADER AND FOOTER ENDNOTE AND FOOTNOTE INSERTING SYMBOLS AND SPL. CHARACTERS 	<ul style="list-style-type: none"> OBJECTIVE TYPE QUESTIONS STEPS QUES/ANS 	<ul style="list-style-type: none"> PRACTICAL CLASSES ON MS WORD SHORT ANSWER TYPE QUESTIONS
FIRST TERM SYLLABUS: CHAPTER: 1, 2, 3, 5			PRACTICAL SYLLABUS : MS WORD FEATURES (20.03.2020 - 28.03.2020)		
APRIL	1 1 ST TERM EXAM BEGINS	REVISION	REVISION	REVISION	REVISION

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

Signature of Teacher: *Phalguni 28/01/20*

Submitted on: 28.01.2020

Academic Coordinator: *[Signature]*

PRINCIPAL

VICE PRINCIPAL *[Signature]*



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Syllabus planning for the academic year 2020

No. of working days: 70

TERM: SECOND & THIRD

Subject: COMPUTER SCIENCE

No. of periods available: 16

CLASS: VI

TEACHER'S NAME: PHALGUNI PRAMANIK

SECTION: A, B, C

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
MAY	2	6. EXCELLENT EXCEL	<ul style="list-style-type: none"> • ABOUT EXCEL • PARTS OF EXCEL WINDOW • SELECTING CELLS • ENTERING DATA IN WORKSHEET • TYPES OF DATA IN EXCEL 	<ul style="list-style-type: none"> • OBJECTIVE TYPE QUESTIONS • STEPS TO OPEN EXCEL • ADVANTAGES OF EXCEL 	<ul style="list-style-type: none"> • NOTES ON CORRESPONDING TOPICS • LAB ACTIVITY: EXCEL
JUNE	4	7. EDITING CELL CONTENTS	<ul style="list-style-type: none"> • DELETING, COPYING AND MOVING CELL CONTENTS • INSERT AND DELETE ROWS • AUTOFILL 	<ul style="list-style-type: none"> • OBJECTIVE TYPE QUESTIONS • ASSIGNING HEADING & FORMATTING FONT 	<ul style="list-style-type: none"> • NOTES ON CORRESPONDING TOPICS • LAB ACTIVITY : EDITING CELL CONTENTS
JULY	6	8. EXCEL : FORMATTING DATA	<ul style="list-style-type: none"> • USING FONT AND ALIGNMENT GROUPS • USING THE FORMAT CELL MENUS • FORMATTING TEXT 	<ul style="list-style-type: none"> • OBJECTIVE TYPE QUESTIONS • STEPS QUES/ANS 	<ul style="list-style-type: none"> • NOTES ON CORRESPONDING TOPICS
SECOND TERM SYLLABUS: CHAPTER: 6, 7, 8			PRACTICAL SYLLABUS : EXCEL (13.07.2020 - 17.07.2020)		
AUGUST	4	EXAM (2 ND TERM BEGINS) 9. INTERNET AND EMAIL	<ul style="list-style-type: none"> • SEARCH ENGINES • E-MAIL AND ITS APPLICATION 	<ul style="list-style-type: none"> • OBJECTIVE TYPE QUESTIONS • STEPS TO BROWSE INTERNET 	<ul style="list-style-type: none"> • NOTES ON CORRESPONDING TOPICS • SHORT ANSWER TYPE QUESTIONS

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Signature of Teacher: *Phalguni 28/01/20*

PRINCIPAL

Submitted on: 28.01.2020

Academic Coordinator: *[Signature]*
31/1/2020

VICE PRINCIPAL

[Signature]
30/1/2020



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Syllabus planning for the academic year 2020

No. of working days: 58

TERM: THIRD

Subject: COMPUTER SCIENCE

No. of periods available: 16

TEACHER'S NAME: PHALGUNI PRAMANIK

CLASS: VI

SECTION: A, B, C

MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOMEWORK	CLASS WORK
SEPTEMBER	8	10. QBASIC	<ul style="list-style-type: none"> INTRODUCTION TO PROGRAMMING LANG QBASIC INTERFACE BASIC COMMANDS IN QBASIC 	<ul style="list-style-type: none"> OBJECTIVE TYPE QUESTIONS FEW QBASIC PROGRAMS 	<ul style="list-style-type: none"> PROGRAMS ON QBASIC LAB ACTIVITY: QBASIC
OCTOBER	5	10. QBASIC (CONTD...) 11. QBASIC – GRAPHICS AND SOUND	<ul style="list-style-type: none"> ELEMENTS OF QBASIC COMMANDS TO DRAW LINE, CIRCLE, PAINT 	<ul style="list-style-type: none"> OBJECTIVE TYPE QUESTIONS ADVANCED QBASIC POGRAMS 	<ul style="list-style-type: none"> NOTES ON CORRESPONDING TOPICS LAB ACTIVITY: QBASIC (GRAPHICS)
NOVEMBER	3	11. QBASIC – GRAPHICS AND SOUND (3 RD TERM BEGINS) EXAM	<ul style="list-style-type: none"> COMMANDS TO PRODUCE SOUND REVISION 	<ul style="list-style-type: none"> OBJECTIVE TYPE QUESTIONS REVISION 	<ul style="list-style-type: none"> NOTES ON VARIOUS COMMANDS REVISION

THIRD TERM SYLLABUS: 9, 10, 11, 1, 6

PRACTICAL SYLLABUS: QBASIC (3.11.2020 – 7.11.2020)

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Signature of Teacher: *Phalguni 28/01/20*

PRINCIPAL

Submitted on: 28.01.2020

Academic Coordinator: *(Signature) 31/1/2020*

VICE PRINCIPAL *(Signature) 20/2/2020*