

# ARMY PUBLIC SCHOOL GOPALPUR

## SPLIT UP SYLLABUS (2020-21)

CLASS: VI SUBJECT: COMPUTER

MONTH : APRIL

NO. OF DAYS:23

NO. OF PERIODS:07

TOPIC : Ln-01 : Fundamentals of computer

SUB- TOPICS	METHODOLOGY	TEACHING LEARNING MATERIALS/AIDS	INTERFACE	LEARNING OUTCOME
About computer ,What is a computer, Benefits of using a computer, how does a computer work?, input devices, output devices, storages devices, processing device	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use their Laptop  →Parents are encouragechildren to store mobile date into computer memory.  →Parents will help the children to read more about input, output and storage device.	→Understanding computer system  →Understanding use of computer in our daily life.  → To know about input, output, process and storage device and their uses.

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## SPLIT UP SYLLABUS (2020-21)

CLASS: VI SUBJECT: COMPUTER

MONTH : JUNE

NO. OF DAYS:09

NO. OF PERIODS:03

TOPIC :Ln-2: COMPUTER MEMORY

SUB- TOPICS	METHODOLOGY	TEACHING LEARNING MATERIALS/AIDS	INTERFACE	LEARNING OUTCOME
Computer memory, types of computer memory, Primary memory and secondary memory , cache memory	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use different gadgets like Laptop, Digital Wrist watch, calculator, Smart Phone, table Pc, E-book reader, Smart Watch  →Parents are encourage children to CD/ DVD , Pen drive to transfer data between mobile to computer. .	→Understanding computer memory  → Understanding Primary memory i.e RAM & ROM  → To know about Secondary storage devices.  →to know the important of cache memory.

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## SPLIT UP SYLLABUS (2020-21)

**CLASS: VI SUBJECT: COMPUTER**

**MONTH : JULY**

**NO. OF DAYS:25**

**NO. OF PERIODS: 09**

**TOPIC :Ln-3: MORE ON MS WORD**

<b>SUB- TOPICS</b>	<b>METHODOLOGY</b>	<b>TEACHING LEARNING MATERIALS/AIDS</b>	<b>INTERFACE</b>	<b>LEARNING OUTCOME</b>
MS Word, Starting MS Word, The word window, Entering text, selecting text, saving document, views of document, zooming in or out, customizing status bar, adding keyboard shortcut key, protect your document, tracking changes, working with math equation, recording and running a marco, use of mail merge	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use MS Word software. →Parents are encourage children to type a story.	→Understanding stating MS Word.  →Understanding creating, saving and entering data.  → To know about mail merge, creating mathematical equations, to protect the documents.

# ARMY PUBLIC SCHOOL GOPALPUR

## SPLIT UP SYLLABUS (2020-21)

**CLASS: VI SUBJECT: COMPUTER**

**MONTH : AUGUST**

**NO. OF DAYS:23**

**NO. OF PERIODS: 07**

**TOPIC :Ln-4: STARTING WITH QBASIC**

<b>SUB- TOPICS</b>	<b>METHODOLOGY</b>	<b>TEACHING LEARNING MATERIALS/AIDS</b>	<b>INTERFACE</b>	<b>LEARNING OUTCOME</b>
Introduction of QBASIC, creating and saving a program, commands in QBASIC	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use QBASIC software. →Parents are encourage children to develop programming skill.	→Understanding elements of QBASIC →Understanding creating and saving QBSIC file. → To know programming skill.

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## SPLIT UP SYLLABUS (2020-21)

CLASS: VI SUBJECT: COMPUTER

MONTH : SEPTEMBER

NO. OF DAYS:16

NO. OF PERIODS: 05

TOPIC :Ln-4: STARTING WITH QBASIC

SUB- TOPICS	METHODOLOGY	TEACHING LEARNING MATERIALS/AIDS	INTERFACE	LEARNING OUTCOME
Simple QBasic Programs Revision for MTT	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use QBASIC software.  →Parents are encourage children to develop programming skill.	→ To know programming skill.  → They will able to create simple programs by using QBASIC language.

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## SPLIT UP SYLLABUS (2020-21)

CLASS: VI SUBJECT: COMPUTER

MONTH : OCTOBER

NO. OF DAYS:19

NO. OF PERIODS:07

TOPIC :Ln-5: INTRODUCTION TO MS EXCEL

SUB- TOPICS	METHODOLOGY	TEACHING LEARNING MATERIALS/AIDS	INTERFACE	LEARNING OUTCOME
Starting Ms-Excel, the Excel window , changing the active cell, entering data, saving a workbook, selecting cells, editing data in worksheet, deleting data, undo and redo , moving & coping data, changing column width, changing row height, inserting a row , inserting a column, deleting column, row, renaming worksheet, deleting worksheet, moving and coping a worksheet	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use MS Excel software.  →Parents are encourage children to make monthly budget in MS Excel.	→Understanding basic components of MS Excel  →Understanding how to manage the worksheet.  → To know copy, paste, insert , delete commands MS Excel.

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## SPLIT UP SYLLABUS (2020-21)

**CLASS: VI SUBJECT: COMPUTER**

**MONTH : NOVEMBER**

**NO. OF DAYS:24**

**NO. OF PERIODS:08**

### **TOPIC :Ln-6: FORMATTING WORKSHEET IN MS EXCEL**

<b>SUB- TOPICS</b>	<b>METHODOLOGY</b>	<b>TEACHING LEARNING MATERIALS/AIDS</b>	<b>INTERFACE</b>	<b>LEARNING OUTCOME</b>
Formatting, changing the font of data, changing size, bold, italic, underline data, changing the alignment of data, centering data changing color of cell, adding border , changing number formats, increase or decrease decimals, workbook themes, use of conditional formatting, formatting with style.	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use MS Excel software and formatting worksheet.  →Parents are encourage children to makeresult sheet and colour it.	→Understanding formatting worksheet.  → Understanding how to create tabular format in Excel  → To know different number format in MS Excel.

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## SPLIT UP SYLLABUS (2020-21)

CLASS: VI SUBJECT: COMPUTER

MONTH : DECEMBER

NO. OF DAYS:18

NO. OF PERIODS:06

TOPIC :Ln-2: FORMULA AND FUNCTIONS IN MS EXCEL

SUB- TOPICS	METHODOLOGY	TEACHING LEARNING MATERIALS/AIDS	INTERFACE	LEARNING OUTCOME
Formula and function, creating a formula, entering a formula, editing a formula, copying a formula, display formulas, functions, entering a function, performing common calculation , quickly adding numbers	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use simple mathematical formulas  →Parents are encourage children to calculate different bill .	→Understanding Simple arithmetic formulas  → Understanding copying formula  →able to perform various calculation by using Excel functions such sum() , Max(), Min(), Average()



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# ARMY PUBLIC SCHOOL GOPALPUR

## SPLIT UP SYLLABUS (2020-21)

**CLASS: VI SUBJECT: COMPUTER**

**MONTH : JANUARY**

**NO. OF DAYS:24**

**NO. OF PERIODS: 08**

**TOPIC :Ln-8:INTERNET& SEARCH ENGINE**

SUB- TOPICS	METHODOLOGY	TEACHING LEARNING MATERIALS/AIDS	INTERFACE	LEARNING OUTCOME
Uses of Internet, searching information on Internet, Search Engine, popular search engines, search using Google, searching the web through browser	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	<p>→Parents will help the children to use Google search</p> <p>→Parents are encourage children to use education related learning Apps .</p>	<p>→Understanding early counting system.</p> <p>→ Understanding mechanism of Electro-Mechanical computer</p> <p>→ To know about more examples of Personal computers.</p>

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## SPLIT UP SYLLABUS (2020-21)

**CLASS: VI SUBJECT: COMPUTER**

**MONTH : FEBRUARY**

**NO. OF DAYS:23**

**NO. OF PERIODS: 08**

**TOPIC :Ln-9: INTRODUCTION TO E-MAIL**

SUB- TOPICS	METHODOLOGY	TEACHING LEARNING MATERIALS/AIDS	INTERFACE	LEARNING OUTCOME
E-mail, advantages of E-mail, E-mail programs , E-mail account, E-mail address, how an E-mail travels? , how computers exchange information? Parts of E-mail, features of E-mail program, sending and receiving E-mail message, common E-mail terms, creating an E-mail Account in Gmail, E-mail Etiquettes  Revision for Final Exam	Lecture cum Demonstration method	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	→Parents will help the children to use different gadgets like Laptop, Digital Wrist watch, calculator, Smart Phone, table Pc, E-book reader, Smart Watch  →Parents are encourage children to use education related learning Apps .	→Understanding early counting system.  → Understanding mechanism of Electro-Mechanical computer  → To know about more examples of Personal computers.

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## **ARMY PUBLIC SCHOOL GOPALPUR**

### **SPLIT UP SYLLABUS (2020-21)**

**CLASS: VI SUBJECT: COMPUTER**

**MONTH : MARCH**

**NO. OF DAYS:06**

**NO. OF PERIODS: 02**

**TOPIC :REVISION FOR FINAL EXAM**

<b>SUB- TOPICS</b>	<b>METHODOLOGY</b>	<b>TEACHING LEARNING MATERIALS/AIDS</b>	<b>INTERFACE</b>	<b>LEARNING OUTCOME</b>
Revision for Final Exam	Discussion	Text Book, Computer, Projector, PowerPoint Presentation, Video and Internet connection, Speaker, White Board, Marker Pen	<p>→Parents will help the children to use different gadgets like Laptop, Digital Wrist watch, calculator, Smart Phone, table Pc, E-book reader, Smart Watch</p> <p>→Parents are encourage children to use education related learning Apps .</p>	<p>→Understanding early counting system.</p> <p>→ Understanding mechanism of Electro-Mechanical computer</p> <p>→ To know about more examples of Personal computers.</p>

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**MR B.BALARAM REDDY (TGT COMP)**