ST. LAWRENCE HIGH SCHOOL

A JESUIT CHRISTIAN MINORITY INSTITUTION

Syllabus planner for the Academic Year 2020

SUBJECT: COMPUTER SCIENCE **TERM: FIRST** **TEACHER'S NAME: MR SHANE CHRISTENSEN**

NO. OF WORKING DAYS: 80 **NO. OF PERIODS AVAILABLE: 16** **CLASS: 4** **SECTION: A,B,C**

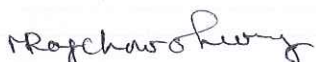| MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOME-WORK	CLASS-WORK
JANUARY	4	Chapter 1 - Computer- Storage & Memory Devices	- Characteristics of a Computer - Common terms used in the field of Computer - Computer Memory	As instructed in the class.	Questions and Answers to be done in class.
FEBRUARY	4	Computers- Storage and Memory Device(continued) Chapter 2 - GUI- Operating System- Desktop Management	-Memory Measuring Units -What is Windows 7 -Windows 7 Desktop -Using Start button	As instructed in the class	Exercises (Pages14-16) Questions and Answers to be done in class.
MARCH	4	GUI Operating System- Desktop Management(continued) Chapter 3 - Tools of Word Processor	-Control Panel -Personalising the Desktop -Controlling System Data and Time - Editing a document -Selecting text, Adding text, Removing text, Changing text, Copying text	As instructed in the class	Exercises (Pages30-31) Questions and Answers to be done in class.
APRIL	4	Tools of Word Processor(continued) Revision of First Term syllabus	-Moving text, Undo-Redo, Spell-check -Formatting a document -Printing a document Revision of First Term syllabus	As instructed in the class	Exercises (Pages50-52) Revision of First Term syllabus

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.

Submitted on: 18/02/2020

Signature of Teacher: _Christensen_

Academic Co-ordinator"

VICE PRINCIPAL 18.2.2020

PRINCIPAL

ST. LAWRENCE HIGH SCHOOL

A JESUIT CHRISTIAN MINORITY INSTITUTION

Syllabus planner for the Academic Year 2020

SUBJECT: COMPUTER SCIENCE

TERM: SECOND

TEACHER'S NAME: MR SHANE CHRISTENSEN

NO. OF WORKING DAYS: 100

NO. OF PERIODS AVAILABLE:20

CLASS: 4   **SECTION: A,B,C**

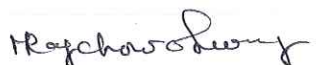| MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOME-WORK	CLASS-WORK
MAY	-	-	-	. -	-
JUNE	3	Second Term Begins Chapter 4 - Internet and Web Browsing	-Internet, Web Browsing, Navigating between web pages -Searching for information on the net	As instructed in the class	Practical Classes
JULY	4	Internet and Web Browsing(continued) Chapter 5 - Presentation Software- An introduction Scrapbook	- Tools of Word Processor, Internet and Web Browsing -MS PowerPoint -Starting MS PowerPoint, Components of MS PowerPoint -Draw, colour, and write two lines on Computer Memory devices	As instructed in the class	Questions and Answers to be done from the text Exercises (Pages62-63) Practical Classes Students will be asked to draw, colour, and write two lines on Computer Memory devices in their scrapbook
AUGUST	4	Chapter 5 - Presentation Software- An introduction	-Creating a presentation, slide show -Exiting MS PowerPoint	As instructed in the class	Questions and Answers to be done from the text. Exercises (Pages74-75)

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Submitted on: 18/02/2020

Signature of Teacher:

Academic Co-ordinator: 18/2/2020

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SUBJECT: COMPUTER SCIENCE **TERM: SECOND** **TEACHER'S NAME: MR SHANE CHRISTENSEN**

NO. OF WORKING DAYS: 100 **NO. OF PERIODS AVAILABLE:20** **CLASS: 4** **SECTION: A,B,C**

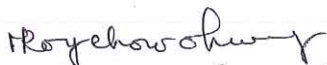| MONTH	NO. OF PERIODS	LESSONS	TOPICS COVERED	HOME-WORK	CLASS-WORK
SEPTEMBER	4	Chapter 6 - Stepwise Thinking Scrapbook Chapter 7 - Features of File Management	-Reasoning and problem solving -Case studies - Make a dog using different coloured sheets of origami paper and write the steps done to make it -Windows Explorer	As instructed in the class.	-Questions and Answers to be done from the text. -Exercises(Pages80-82) -Students will be asked to make a dog using different coloured sheets of origami paper and write down each of the steps involved in making it in their scrapbook -Practical Classes
OCTOBER	2	Features of File Management(continued)	-Different operations of File Management -Tampering with documents	As instructed in the class	-Questions and Answers to be done from the text. -Exercises (Pages89-90) -Practical Classes
NOVEMBER	3	Revision of Chapters 1 and 2 (first term syllabus) and Second Term syllabus	Revision of Chapters 1 and 2 (first term syllabus) and Second Term syllabus	As instructed in the class	Revision of Chapters 1 and 2 (first term syllabus) and Second Term syllabus
DECEMBER					

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Submitted on: 18/02/2020

Signature of Teacher: *Christensen*

Academic Co-ordinator: 18/2/2020

VICE PRINCIPAL 18.2.2020

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