Sr.	Topics	Subtopics	Details
		I <sup>st</sup> & 1	II <sup>nd</sup> Standard
1	About Computer	1.1 Types of Computer	Desktop, Laptop, Tab, Cell phone & Calculator.
	_	1.2 Parts of a Computer	Monitor, Keyboard, Mouse, Track Pad, System Unit
		1.3 Switch On	How to on Laptop & desktop safely and proper state.
2	Basic Computer	2.1 Mouse handling	How to move the mouse in position and usage of Left and
	Usage		Right clicks such as, dragging in the picture, double
			clicking.
		2.2 keyboard handling	How to use keyboard and functions of special keys that is
			shift, caps lock, Alphabet, Numbers and Enter key, Arrow
			keys.
		$\mathbf{III}^{\mathbf{r}}$	<sup>a</sup> Standard
1	About Computer	1.1 Types of Computer	Desktop, Laptop, Tab, Cell phone & Calculator.
		1.2 Parts of a Computer	Monitor, Keyboard, Mouse, Track Pad, System Unit
		1.3 Switch On/Off	How to on Laptop & desktop safely and proper state.
2	Basic Computer	2.1 Mouse handling	How to move the mouse in position and usage of Left and
	Usage		Right clicks such as, dragging in the picture, double
			clicking.
		2.2 keyboard handling	How to use keyboard and functions of special keys that is
			shift, caps lock, Alphabet, Numbers and Enter key, Arrow
3	Tux Paint	2.1 Dainting	keys.
3	Tux Paint	3.1 Painting	Drawing filling colours related options (Paint brush, Brush model, Brush thickness, colour)
		3.2 Quit	How to close the Tux paint files.
		3.3 New slide	How to create the New slide, Save and open.
		3.4 Stamp	Click and fix the Animal picture, bird's picture, Things,
		or summy	house, Fruit, House, Things, Models, costumes and how to
		20	apply size increase, decrease, Flip, Opposites sides, up,
			down in the picture.
		3.5 Text & Label	Write the Text model text resize the size, Bold & Italic.
		3.6 Line	Create line Brushes and width in brushes.
		3.7 Shapes	Drawing the Square, Rectangle, Triangle, Circle, Pentagon,
			and Ellipse in more than shapes.
	7	3.8 File Operations	How to Save& print the file. Reopen. Slide show.
	.0"	3.9 Special Options	Click Magic options Drawing and filling colour related
			options (Fill colour, bricks. Grass)
	SAMO	3.10 Eraser	How to erase Paint and Drawing in the pictures.
	67	3.11 Redo	Redrawing the same picture.
		3.12 Undo	To correct mistakes without eraser option.

# CURRICULUM

Sr.	Topics	Subtopics	Sub Subtopics	Details
		$\mathbf{IV}^{ ext{th}}$	Standard	
1	Computer	1.1 Variety of		Calculator, Tab, Laptop, Desktop
	_	Computer		etc.
2	Internal Device			CPU, RAM, Hard Disk,
				Motherboard
3	External Device	3.1 Input device		Keyboard, Mouse and Scanner.
		3.2 Output Device		Monitor, Speaker, Printer and
				Projector.
4	Storage	4.1 Primary storage		
	**** 1 ****	4.1 Secondary storage		Pendrive (USB), CD, Floppy.
5	Windows UI	5.1 Start Button		Usage of start button.
		5.2 Icon	A 1 1 4 1 4 1 1 4	Picture of the app on the desktop.
		5.3 Task Bar		tom of the screen. The taskbar
				l launch programs through the start
		5.4 System tray		gram that is currently open.
		3.4 System tray	volume, calendar, date a	
		5.5 Minimize Symbol	vorume, carendar, date t	Reducing the window to the task
		3.5 William Ze Symbol		bar.
		5.6 Restore Down	17	Reduce the window on screen.
		5.7 Maximize Symbol		Maximum Original size.
		5.8 Close Symbol	2	Close the application.
		5.9 Multi tasking		Working with multiple apps.
		5.10 Shut down		Power off the system.
		5.11 Restart		Restart the computer.
6	File	) \		It is a small part of hard disc
		6.1 Folder	6.1.1 Folder colour	Permanent folder colour is yellow.
			6.1.2 Folder shortcut	It is shortcut key for creating new
			key (Ctrl + shift + N)	folder.
			6.1.3 File operations	File create, delete, copy, Move
		6.2 Files	6.2.1 File types	Audio, video, document, picture,
		1	(22 D 1 D'	File extension
_	0 000	710 1	6.2.2 Recycle Bin	Restore the files or folders, etc,
7	Open Office - Text Document	7.1 Screen layout	7.1.1 Title bar	Shows file name application that
	Text Document		7.1.2 Menu Bar	you are working with.  It consists of various commands.
			7.1.2 Wellu Bai 7.1.3 Tool Bar	Standard Tool Bar.
	67'		7.1.4 Ruler	It shows the width of the
			7.1.4 Kuici	document which can be increased
				or decreased.
			7.1.5 Drawing Tool	Has many shapes in it, choose the
			7.11.3 Diawing 1001	tool and draw it.
			7.1.6 Properties or	It is for formatting the document.
			Formatting Tool	6
			7.1.7 Workspace area	It is the area where the text can be
			_	entered.
		7.2) Typing text	7.2.1 Insert word	It is the workspace area where the
				text can be entered.

Sr.	Topics	Subtopics	Sub Subtopics	Details
	-	-	7.2.2 Insert sentence	It is the workspace area where the
				words can be entered.
			7.2.3 Insert Paragraph	It is the workspace area where the
				sentences can be entered.
7	Open Office -		7.2.4 Navigate in the	Use arrow keys & mouse click to
	Text Document		text	move to specific positions in the
			<b></b>	text.
			7.2.5 Modify word	Use Backspace key to erase the
			7.0 (11: 1: . :	text.
			7.2.6 Hindi typing	Type Hindi text in the workspace
		7.3 Selection Method	7.3.1 Shift + Arrows	area using Kruti Dev fonts.
		7.5 Selection Method	7.3.1 Shift + Arrows 7.3.2 Left click +	To change anything in the text we have to select the text using this.
			Dragging	have to select the text using this.
			7.3.3 Select All (Ctrl	2
			+ A)	
			7.3.4 Double click	
			7.3.5 Triple click	00
		7.4 Font style and text	7.4.1 Font Name	These are font styles.
		appearance	7.4.2 Font Size	These are rome styles.
		mp p cur unio c	7.4.3 Bold (Ctrl + B)	
			7.4.4 Italic (Ctrl + I)	
			7.4.5 Underline (Ctrl	
			+ U)	
			7.4.6 Shadow	
			7.4.7 Bullets	
		7.6 Editing Operations	7.6.1 Cut (Ctrl + X)	To cut the text in that specific
		/,0	7	place & they should know text
				will no more be available in
		0		workspace area.
		2	7.6.2 Copy (Ctrl + C)	To copy a text & they should
		()		know that it will be available in
			7.62 D (C(1. V)	the workspace area then also.
		5	7.6.3 Paste (Ctrl + V)	After cutting or copying to paste
			7.6.4 Undo (Ctrl + Z)	the text in other place.  To undo the last Work
	-	7	7.6.4 Clido (Ctrl + Z) 7.6.5 Redo (Ctrl + Y)	To redo the last undo
	Aler	7.7 File Operation	7.7.1 Save (Ctrl + S)	To save the file.
		7.7 The Operation	7.7.1 Save (Ctrl + S)  7.7.2 Open (Ctrl + O)	To open saved files.
			7.7.2 Open (Ctrl + V)	To insert a new text document.
	621		7.7.4 Save as (Ctrl +	To save the file with other name.
			Shift $+ S$ )	To save the fire with other name.
		7.8 Align	7.8.1 Left (Ctrl + L)	Align the text left.
			7.8.2 Right (Ctrl + R)	Align the text right.
			7.8.3 Centre (Ctrl + E)	Align the text centre.
		7.9 Picture Insert	,	Insert the picture in from file.
8	Open Office -	8.1 Basic Impress	8.1.1 Introduction	Present the content of any topic in
	Presentation	1		a structured format.
			8.1.2 Properties or	It is for formatting the slide.
			Formatting Tool	
			8.1.3 Slide	Presentation can be made up of a

Sr.	Topics	Subtopics	Sub Subtopics	Details
	*	•	•	number of pages or slides.
			8.1.4 Layout	It is slide layout and workspace
				area.
			8.1.5 Font work	It is text style.
			Gallery	
			8.1.6 Master pages	To create Background for slide.
			8.1.7 Custom	It is can be used to create small
			Animation	story boards by animating picture
				to Enter, exit or Move.
Sr.	Topics	Subtopics	Sub Subtopics	Details
8	Open Office -	8.2 Slide Transition	8.2.2 It is can be used	Selected slide can be animated
	Presentation		to create presentation	Slow or Medium or Fast.
	11000110001		by animating slide to	27,431
			Enter, exit or Move.	
			8.2.2 Sound	To add a sound to slide and
			0.2.2 500.10	picture.
		8.3 Advance slide	8.3.1 On mouse click	To Play the presentation, control
			o.s.r on mouse enem	can be used on mouse click.
			8.3.2) Automatically	Play the presentation without
			after	control can be Automatically
			urtor	done.
		8.4 Slide show	8.4.1 Play	Preview in current page.
			8.4.2 Slide show (F5)	It is preview in full screen.
	SANGI	AU LE CONTRACTOR DE CONTRACTOR		

Sr.	Topics	Subtopics	Sub Subtopics	Details
		V <sup>th</sup>	Standard	
1	Computer	1.1 Variety of Computer		Calculator, Tab, Laptop, Desktop etc.
		1.2 Parts of Computer	1.2.1 Hardware	Physical parts of a computer, like the monitor, keyboard, hard disk.
			1.2.2 Software	Instructions and data processed by a computer.
2	Internal Device			CPU, RAM, Hard Disk, Motherboard
3	External Device	3.1 Input device 3.2 Output Device		Keyboard, Mouse and Scanner.  Monitor, Speaker, Printer and Projector
4	Storage	4.1 Primary storage		Projector.
		4.1 Secondary storage		Pendrive (USB), CD, Floppy.
5	Windows UI	5.1 Start Button		Usage of start button.
		5.2 Icon		Picture of the app on the desktop.
		5.3 Task Bar	A bar located at the bot	tom of the screen. The taskbar
		allows	allows you to locate and	l launch programs through the start
				gram that is currently open.
		5.4 System tray		centage, Internet connection,
		5.5 Minimize Symbol	10	Reducing the window to the task bar.
		5.6 Restore Down		Reduce the window on screen.
		5.7 Maximize Symbol	/	Maximum Original size.
		5.8 Close Symbol		Close the application.
		5.9 Multi tasking		Working with multiple apps.
		5.10 Shut down		Power off the system.
		5.11 Restart		Restart the computer.
		5.11 Kestart 5.12 Windows On		Restart the computer.
				Manitan will off but System will
		5.13 Sleep		Monitor will off but System will on.
6	File	7		It is a small part of hard disc
	C.	6.1 Folder	6.1.1 Folder colour	Permanent folder colour is yellow.
			6.1.2 Folder shortcut	It is shortcut key for creating new
			key (Ctrl + shift + N)	folder.
	SANG		6.1.3 File operations	File create, delete, copy, Move
		6.2 Files	6.2.1 File Properties	File size, data, file information
		0,2 1 1.00	6.2.2 File types	Audio, video, document, picture, File extension
			6.2.3 Search	Search using Cortana in the task bar.
			6.2.4 Recycle Bin	Restore the files or folders, etc,
7	Open Office - Text Document	7.1 Screen layout	7.1.1 Title bar	Shows file name application that you are working with.
	2 JAN 2 COMMON		7.1.2 Menu Bar	It consists of various commands.
			7.1.2 Wella Bar 7.1.3 Tool Bar	Standard Tool Bar.
			7.1.4 Ruler	It shows the width of the
		<u> </u>	7.1.4 Kulti	It shows the width of the

Sr.	Topics	Subtopics	Sub Subtopics	Details
				document which can be increased
				or decreased.
			7.1.5 Drawing Tool	Has many shapes in it, choose the
				tool and draw it.
7	Open Office - Text Document		7.1.6 Properties or Formatting Tool	It is for formatting the document.
			7.1.7 Workspace area	It is the area where the text can be entered.
		7.2 Typing text	7.2.1 Insert word	It is the workspace area where the text can be entered.
			7.2.2 Insert sentence	It is the workspace area where the words can be entered.
			7.2.3 Insert Paragraph	It is the workspace area where the sentences can be entered.
			7.2.4 Navigate in the text	Use arrow keys and mouse click to move to specific positions in the
			7.0.7.3.6.11.6.1	text.
			7.2.5 Modify word	Use Backspace key to erase the text.
			7.2.6 Hindi typing	Type Hindi text in the workspace area. Using Kruti Dev fonts.
		7.3 Selection Method	7.3.1 Shift + Arrows	To change anything in the text we
			7.3.2 Left click +	have to select the text using this.
			Dragging	
			7.3.3 Select All (Ctrl	
			+ A)	
			7.3.4 Double click	
			7.3.5 Triple click	
		7.4) Font style and text	7.4.1 Font Name	These are font styles.
		appearance	7.4.2 Font Size	
		2	7.4.3 Bold(Ctrl + B)	
			7.4.4 Italic(Ctrl + I)	
		7	7.4.5 Underline(Ctrl + U)	
			7.4.6 Shadow	
			7.4.7 Bullets	
		7.5 Colours	7.5.1 Font colour	To change the text colour.
	.0'		7.5.2 Highlighting	To Highlight the word.
	Mer		7.5.3 Background	To change the workspace area colour.
	67'	7.6 Editing Operations	7.6.1 Cut (Ctrl + X)	To cut the text in that specific place & they should know text will no more be available in workspace area.
			7.6.2 Copy (Ctrl + C)	To copy a text & they should know that it will be available in the workspace area then also.
			7.6.3 Paste (Ctrl + V)	After cutting or copying to paste the text in other place.
			7.6.4 Undo (Ctrl + Z)	To undo the last Work
			7.6.5 Redo (Ctrl + Y)	To redo the last undo

Sr.	Topics	Subtopics	Sub Subtopics	Details
		7.7 File Operation	7.7.1 Save (Ctrl + S)	To Save the file.
			7.7.2 Open (Ctrl + O)	To open saved files.
			7.7.3  New (Ctrl + N)	To insert a new text document.
			7.7.4 Save as (Ctrl +	To save the file with other name.
			Shift + S)	
		7.8 Align	7.8.1 Left (Ctrl + L)	Align the text left.
			7.8.2 Right (Ctrl + R)	Align the text right.
			7.8.3 Centre (Ctrl + E)	Align the text centre.
		7.9 Picture Insert		Insert the picture in from file.
8	Open Office –	8.1 Basic Spreadsheet	8.1.1 Cell	It is basic unit of worksheet where
	Spreadsheet			numbers, text, formulae, etc, can
				be placed.
			8.1.2 Row	Cells that are arranged
				horizontally are given numbers 1,
				2, 3is called rows.
			8.1.3 Column	Cells that rearranged vertically are
				given letters A, B, Cis called
				columns.
			8.1.4 Sheet	Group of cells/rows columns.
			8.1.5 Cell Address	Current cell name.
			8.1.6 Insert Column	Insert a new column. Use in Insert
				tool or else right click and choose
			17	option.
			8.1.7 Insert Row	Insert a new Row. Use in Insert
			2	tool or else right click and choose
				option.
			8.1.8 Insert New Sheet	Insert a new sheet. Use in Insert
		4	0.1.0.15 11/0.15	tool.
			8.1.9 Merge cell/Split cell	To combine two or more cells.
		C	8.1.10 Wrap text	If the cell has insufficient space
			6.1.10 Wiap text	for the text uses it to wrap the text.
			8.1.11 Cell border	Outline cell border.
			8.1.12 Formulas	It is Values and name function or
			0.1.12 1 0111111111111111111111111111111	operators. Only Sum operator.
		8.2) Editing Operation	8.2.1 Cut	Select and cut the cell or row or
	-	6.2) Latting Operation	0.2.1 Cut	column. Press right click button
	Co.V			click - cut.
	SARCE		8.2.2 Copy	Select and copy the cell or row or
			0.2.2 сору	column then where you want to
	62V			the place copy it.
			8.2.3 Paste	After cutting or copying in the
				document then paste in the other
				place.
			8.2.4 Delete row	Choose the unwanted row click
				the right click button delete the
				row.
			8.2.5 Delete Column	Choose the unwanted Column
				click the right click button delete
				the Column.
			8.2.6 Resize	Resize the Column and row.
			1	1

Presentation  Presentation  Presentation  Presentation  Presentation  Presentation  Presentation can be made unumber of pages or slides.  9.1.4 Layout  It is slide layout and works area.  Presentation  Presentati	Sr.	Topics	Subtopics	Sub Subtopics	Details
Presentation  Presentation  9.1.2 Properties or Formatting Tool  9.1.3 Slide  Presentation can be made unumber of pages or slides.  9.1.4 Layout  It is slide layout and works area.  9.1.5 Font work Gallery  9.1.6 Master pages  9.1.7 Custom Animation  It is can be used to create story boards by animating properties of Enter, exit or Move.  9.2 Slide Transition  Presentation  9.2 Slide Transition  9.2 Slide Transition  9.2 Slide Transition  9.2.1 It is can be used to create story boards by animating properties of the create presentation by animating slide to Enter, exit or Move.  9.2 Sound  70 add a sound to slide and picture.  9.3 Advance slide  9.3 Advance slide  9.3 Advance slide  9.4 Slide show  9.4.1 Play  9.4.2 Slide show (F5)  9.5 Advanced Operations  9.5.1 Video Insert  10 Other  Applications Of Computers  10.2) Video  Computers  10.3 Format Manipulation  10.4 Addio  10.4 Addio  10.5 Format Manipulation  It is for formatting the slide presentation can be made unumber of pages or slides.  It is stitle layout and works area.  It is can be used to create story or Media complete to Enter, exit or Move.  9.2.2 Sound  To add a sound to slide and picture.  To Play the presentation, control can be Automaticall done.  Preview in current page.  10 Used in Insert tool.  10.2) Video  Take Photos from laptop can To Format changed used in To Format changed used in Format factory or Media complete to Format factory or Media company or M				Column/Row	
Presentation can be made unumber of pages or slides.	9	Open Office –	9.1 Basic Impress	9.1.1 Animation	It is the presentation graphics part.
9.1.3 Slide   Presentation can be made unumber of pages or slides.		Presentation		9.1.2 Properties or	It is for formatting the slide.
Presentation   Presentation				Formatting Tool	
9.1.4 Layout It is slide layout and works area.  9.1.5 Font work Gallery 9.1.6 Master pages 9.1.7 Custom Animation  Presentation  9.2 Slide Transition  9.2.1 It is can be used to create stop to Enter, exit or Move.  9.2.2 Sound  9.3 Advance slide  9.3 Advance slide  9.3.1 On mouse click  9.3.2 Automatically after  9.4 Slide show  9.4.1 Play 9.4.2 Slide show (F5)  9.5 Advanced Operations  9.5 Advanced Operations  9.5 Proview in current page.  9.5 Advanced Operations  10.1) Camera Applications Of Computers  10.3) Format Manipulation  10.4) Audio  Audio record.  It is salide layout and works area.  It is text style.  It is can be used to create story boards by animating pto to Enter, exit or Move.  9.2.2 Sound  To add a sound to slide and picture.  To Play the presentation, or can be used on mouse click Play the presentation witho control can be Automatical done.  9.4.1 Play Preview in current page.  1.1 It is preview in full screen.  1.2 Used in Insert tool.  Take Photos from laptop can are video from laptop can area.  1.3 Take video from laptop can area.  1.4 It is text style.  1.5 It is can be used to create story boards by animating pto to Enter, exit or Move.  9.2.2 Sound  To Play the presentation witho control can be Automatical done.  Preview in current page.  1.4 It is can be used to create story boards by animating pto Enter to Enter, exit or Move.  9.2.2 Sound  To Play the presentation of the used in Insert tool.  1.5 It is preview in full screen.  1.6 It is preview in full screen.  1.7 To Play the presentation witho control can be Automatical done.  1.5 It is preview in full screen.  1.6 It is preview in full screen.  1.7 To Pormat changed used in Format factory or Media con additional for the previous				9.1.3 Slide	Presentation can be made up of a
Presentation   Pres					number of pages or slides.
9.1.5 Font work Gallery 9.1.6 Master pages 9.1.7 Custom Animation 1 tis can be used to create six story boards by animating problem to Enter, exit or Move.  9 Open Office – Presentation 9.2 Slide Transition Presentation 9.3 Advance slide 9.3.1 On mouse click 1 or Play the presentation of the presentation				9.1.4 Layout	It is slide layout and workspace
Selected slide can be animation by animating slide to Enter, exit or Move.					area.
9.1.6 Master pages 9.1.7 Custom Animation  Presentation  9.2 Slide Transition Presentation  9.2 Slide Slide to get to Enter, exit or Move.  9.2 Sound  To add a sound to slide and picture.  To Play the presentation witho control can be Automatically after  9.3 Advance slide  9.4 Slide show  9.4 Slide show  9.4 Slide show Preview in current page.  9.5 Advanced Operations  9.5 Advanced Operations  9.5 Picture Insert  10 Other Applications Of Computers  10.1) Camera Applications Of Computers  10.3) Format Manipulation  10.4) Audio  70 To Format changed used in Format factory or Media control and present actory or Media control can be automatically after  10.4 Audio  10.4 Audio  10.5 Master pages  11 is can be used to create story boards by animating proto Enter, exit or Move.  Selected slide can be animatically and solve Media control can be assumed to create story boards by animating proto Enter, exit or Move.  9.2.1 It is can be used Selected slide can be animatically animating proto Enter, exit or Move.  9.2.2 Sound  To Play the presentation witho control can be Automatically after  10 Play the presentation witho control can be Automatically after  10 Play the presentation of Play the presentation of Enter, exit or Move.  10 Play the presentation of Slow or Media control can be used on mouse click  10 Play the presentation of Enter, exit or Move.  10 Advance Slow or Media control can be used on mouse click  10 Audio enter the presentation of Enter, exit or Move.  10 Advance Slow or Media control can be automatically and previous in current page.  10 Advance Slow or Media control can be used on mouse click  10 Advance Slow or Media control can be used on mouse click  10				9.1.5 Font work	It is text style.
9.2.1 It is can be used to create story boards by animating properties of Enter, exit or Move.  9.2.2 Slide Transition Presentation  9.2.3 It is can be used to create story boards by animating properties of Enter, exit or Move.  9.2.2 Sound  To add a sound to slide and picture.  9.3 Advance slide  9.3.1 On mouse click  9.3.2 Automatically after  9.4 Slide show  9.4.1 Play  9.4.2 Slide show (F5)  9.5 Advanced Operations  9.5.1 Video Insert  10 Other Applications Of Computers  10.1) Camera  Applications Of Computers  10.3) Format Manipulation  10.4) Audio  Possible Story boards by animating properties story boards story boards by animating properties story boards and sold a sound to slide and picture.  10 Play the presentation of the properties of the properties of the properties story boards and picture.  10 Play the presentation of the properties of the propert				Gallery	
Animation story boards by animating properties of Enter, exit or Move.  9.2.1 It is can be used to create presentation by animating slide to Enter, exit or Move.  9.2.2 Sound Slow or Medium or Fast.  9.3 Advance slide 9.3.1 On mouse click To Play the presentation properties of Enter and properties of Enter and properties of Enter and properties of Enter and properties of Enter, exit or Move.  9.3 Advance slide 9.3.1 On mouse click To Play the presentation, expense and properties of Enter and properties of Enter, exit or Move.  9.4 Slide show 9.3.2 Automatically after Control can be Automatically done.  9.4 Slide show 9.4.1 Play Preview in current page.  9.5 Advanced Play the presentation without control can be Automatically done.  9.5 Advanced Play the presentation without control can be Automatically done.  9.5 Advanced Preview in current page.  9.5.1 Video Insert Used in Insert tool.  10.1) Camera Take Photos from laptop can an animal solution To Format changed used in Format factory or Media control can be animal solution and properties to Enter, exit or Move.  9.2.2 Slide show existence and properties of Enter, exit or Move.  9.2.2 Sound To add a sound to slide and properties of Play the presentation, control can be Automatically done.  Preview in current page.  9.4.2 Slide show (F5) It is preview in full screen.  Used in Insert tool.  Take Photos from laptop can and properties of Take video from laptop can an animal screen.  10.3) Format Manipulation To Format changed used in Format factory or Media con animal screen.  10.4) Audio Audio Audio Audio record.				9.1.6 Master pages	To create Background for slide.
Open Office – Presentation  Presentation  9.2 Slide Transition  9.2.1 It is can be used to create presentation by animating slide to Enter, exit or Move.  9.2.2 Sound  9.3 Advance slide  9.3.1 On mouse click  9.3.2 Automatically after  9.4 Slide show  9.4.1 Play  9.5 Advanced  Operations  9.5 Advanced  Operations  10 Other Applications Of Computers  10.1) Camera  Applications Of Computers  10.3) Format Manipulation  Manipulation  Andio  Possible transition  9.2.1 It is can be used to create presentation, by animating slide to Enter, exit or Move.  9.2.2 Sound  To add a sound to slide and picture.  To Play the presentation witho control can be Automatically done.  Preview in current page.  9.4.1 Play  Preview in current page.  9.5.1 Video Insert  Used in Insert tool.  Take Photos from laptop can Take video from laptop can Take video from laptop can To Format changed used in Format factory or Media co Audio record.				9.1.7 Custom	It is can be used to create small
9.2 Slide Transition Presentation Play the presentation witho control can be Automaticall done. Preview in current page. Preview in current page. Preview in full screen. Presentation Presentation Presentation Presentation Presentation Presentation Preview in current page. Preview in full screen. Presentation Present				Animation	story boards by animating picture
Presentation  Presentation  Presentation  Presentation  Presentation  Presentation  Presentation  Presentation  By animating slide to Enter, exit or Move.  9.2.2 Sound  To add a sound to slide and picture.  9.3 Advance slide  9.3.1 On mouse click  9.3.2 Automatically after  Play the presentation witho control can be Automatically done.  9.4 Slide show  9.4.1 Play  Preview in current page.  9.5.1 Video Insert  Operations  9.5.2 Picture Insert  10.1) Camera  Applications Of Computers  10.2) Video  10.3) Format  Manipulation  To Format changed used in Format factory or Media control can be Automatically after  To Format factory or Media control can be Automatically after  To Format factory or Media control can be Automatically after  To Format factory or Media control can be Automatically after  To Format factory or Media control can be Automatically after  To Format factory or Media control can be Automatically after  To Format factory or Media control can be Automatically after  To Format factory or Media control can be supported and picture.  Play the presentation without can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  Play the presentation of can be used on mouse click  To Play the presentation of can be used on mouse click  To Play the presentation of can be used on mouse click  To Play the presentati					to Enter, exit or Move.
by animating slide to Enter, exit or Move.  9.2.2 Sound  To add a sound to slide and picture.  9.3 Advance slide  9.3.1 On mouse click  70 Play the presentation, corean be used on mouse click  Play the presentation withor control can be Automatically done.  9.4 Slide show  9.4.1 Play  Preview in current page.  9.5 Advanced Operations  9.5.1 Video Insert Operations  9.5.2 Picture Insert  10.1) Camera  Applications Of Computers  10.3) Format Manipulation  10.4) Audio  Proview in current page.  Take Photos from laptop can To Format changed used in Format factory or Media corean.  Audio record.	9	Open Office –	9.2 Slide Transition	9.2.1 It is can be used	Selected slide can be animated
Enter, exit or Move.  9.2.2 Sound To add a sound to slide and picture.  9.3 Advance slide 9.3.1 On mouse click 7.5 Play the presentation, or can be used on mouse click Play the presentation without control can be Automatically done.  9.4 Slide show 9.4.1 Play 9.5 Advanced 9.5.1 Video Insert Operations 9.5.2 Picture Insert  10.1) Camera Applications Of Computers 10.3) Format Manipulation 10.4) Audio Audio record.		Presentation			Slow or Medium or Fast.
9.3 Advance slide  9.3.1 On mouse click  7 To Play the presentation, concain be used on mouse click  9.3.2 Automatically after  9.4 Slide show  9.4.1 Play  9.5 Advanced  Operations  9.5.1 Video Insert  Operations  9.5.2 Picture Insert  10.1) Camera  Applications Of Computers  10.3) Format  Manipulation  Manipulation  Manipulation  10.4) Audio  Play the presentation, concain be used on mouse click  Play the presentation witho control can be Automatically done.  Play the presentation witho control can be Automatically done.  Preview in current page.  It is preview in full screen.  Used in Insert tool.  Take Photos from laptop can Take video from laptop can To Format changed used in Format factory or Media conduction and the solution of the presentation, control can be used on mouse click  Play the presentation, control can be used on mouse click  Play the presentation, control can be used on mouse click  Play the presentation, control can be used on mouse click  Play the presentation, control can be used on mouse click  Play the presentation, control can be used on mouse click  Play the presentation, control can be used on mouse click  Play the presentation witho control can be used on mouse click  Play the presentation witho can be used on mouse click  Play the presentation witho can be used on mouse click  Play the presentation witho can be used on mouse click  Play the presentation witho can be used on mouse click  Play the presentation witho can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation without can be used on mouse click  Play the presentation withou					
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can be used on mouse click  9.3.2 Automatically after  Play the presentation witho control can be Automaticall done.  9.4 Slide show  9.4.1 Play Preview in current page.  9.4.2 Slide show (F5) It is preview in full screen.  9.5 Advanced Operations  9.5.1 Video Insert Used in Insert tool.  Operations  10.1) Camera Applications Of Computers  10.2) Video Take Photos from laptop can To Format changed used in Manipulation Format factory or Media co 10.4) Audio Audio record.					1
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					Transfer files between Computers.
1					Transfer files photos from mobile.
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Sr.	Topics	Subtopics	Details
		$\mathbf{VI}^{\mathbf{tl}}$	Standard
1	Operating System	1.1 What is OS?  1.2 Types of OS	What does the OS do? Managing Resources, Providing User Interface, Running Applications, Support for built-in Utility Programs, Control Computer Hardware Windows, Mac, Unix, Linux, Android, iOS.
2	Windows	2.1 Windows Versions and usage of OS.	How to identify it? Where is it installed? What will get wiped out when you upgrade?
		2.2 Multi finger gestures. 2.3 Folders, Icons,	Usage of double finger, Triple finger and four fingers move on the track pad at the same time.  Common Folders. Drives. Storage of files, Move of files in
		Apps	same drive vs diff drives. Copying between folders.  Different views in windows explorer. Using windows explorer. Traversing to a directory. Tree structure of directories. Deleting files. System tray
		2.4 File	File extensions. What happens when you single click or double click on a file? Multiple ways to reach/open a file – through an app like Open Office or through Windows Explorer or through search. File properties – size, type, time created, time accessed etc.
		2.5 Task manager	Usage of Task Manager, Killing a process. Processes and visible apps. System resources used by processes. Ctrl + Alt + Del, Right click on Task manager.
3	Open office	3.1 Text document.	Object Wrapping [Right click on the shape and use some features], Shadows, High light the text, Unicode text.
		3.1.1Table	How to create table, Insert row and column. Delete column cell and row.
		3.2 Spreadsheet	Freeze the row, change the records in Ascending and Descending order, Paste special, Enter inside a cell (Ctrl + Enter).
		3.3 Presentation	Create a presentation.
4	Internet	4.1 Wi-Fi	Connect to Wi-Fi.
	7	4.2 Hotspot 4.3 Browser	Turn the hotspot on or off.  Types of Browsers, Chrome, Firefox, Edge, Internet Explorer.
	.0'	4.4 Basic browsing	
5	Introduction to Programming	5.1 Procedural operations in 4*4 grid with real people.	Usage Real Activity.
	Ť	5.2 Directions and orientation.	Right, Left, Straight. Absolute vs relative.
		5.3 Pseudo code or Flow chart.	Hand written program.
6	Basic Programming	6.1 Procedural operations	Describes a "simple" action. Take one step forward. Turn right. Turn left. Emit a sound, Write hello. Etc.
		6.2 Sequence of operations.	Take a step forward – 5 times. Mix of operations in a defined order.
		6.3 Operators	Logical, relational etc.
		6.4 Conditional	Simple If.

Sr.	Topics	Subtopics	Details
		statement	If-else.
			Else if ladder
		6.5 Loops	Repeated condition.

# CURRICULUM

Sr.	Topics	Subtopics	Details
		VII <sup>t</sup>	h Standard
1	Operating	1.1 What is OS?	What does the OS do? Managing Resources, Providing
	System		User Interface, Running Applications, Support for built-in
	•		Utility Programs, Control Computer Hardware
		1.2 Types of OS	Windows, Mac, Unix, Linux, Android, iOS
2	Windows	2.1 Windows Versions	How to identify it? Where is it installed? What will get
		and usage of OS.	wiped out when you upgrade? Etc.
		2.2 Multi finger	Usage of double finger, Triple finger, four fingers move on
		gestures.	the track pad at the same time.
		2.3 Folders, Icons,	Common Folders. Drives. Storage of files. Move of files in
		Apps	same drive vs diff drives. Copying between folders.
			Different views in windows explorer. Using windows
			explorer. Traversing to a directory. Tree structure of
			directories. Deleting files. System tray
		2.4 File	File extensions. What happens when you single click or
			double click on a file? Multiple ways to reach/open a file –
			through an app like Open Office or through Windows
			Explorer or through search. File properties – size, type, time
		. (	created, time accessed etc
		2.5 Task manager	Usage of Task Manager, Killing a process. Processes and
			visible apps. System resources used by processes. Ctrl + Alt
		20'	+ Del, Right click on Task manager.
3	Open office	3.1 Text document.	Object Wrapping [Right click on the shape and use some
			features], Shadows, High light the text, Unicode text.
		3.1.1 Table	How to create table, Insert row and columns. Delete column
			cell and row.
		3.2 Spreadsheet	Freeze the row; change the records in Ascending and
	7		Descending order, Paste special, Enter inside a cell (Ctrl +
	.0"		Enter).
		3.3 Presentation	Create a presentation.
4	Internet	4.1 Wi-Fi	Connect to Wi-Fi.
	67"	4.2 Hotspot	Turn the hotspot on or off.
	*	4.3 Browser	Types of Browsers, Chrome, Firefox, Edge, Internet
			Explorer.
		4.4 Browsing and	URLs. Address bar. Hover behaviour. Left and Right Click
		Navigating through	behaviour. Scroll. Resizing of the screen. Some things
		websites.	redisplay and some do not. Forward and backward pages.
		4.5 Search	Search for pictures, videos and specific websites.
		4.6 New tab	New tab creation – use of memory
		4.7 Downloading	Download and save the documents, Image, and videos.
5	Introduction of	5.1 Procedural	Usage. Real Activity.
	Advanced	operations in 5*5 grids	

Sr.	Topics	Subtopics	Details
	Activity	with real people.	
		5.2 Directions and orientation.	Right, Left, straight. Absolute vs relative.
		5.3 Pseudo code or	Hand written program.
		Flow chart.	
6	Basic	6.1 Procedural	Describes a "simple" action. Take one step forward. Turn
	Programming	operations	right. Turn left. Emit a sound, Write hello. Etc.
		6.2 Sequence of	Take a step forward – 5 times. Mix of operations in a
		operations.	defined order.
		6.3 Operators	Logical, Relational etc.
			(7)
C	Tanias	Cubtoming	Details

Sr.	Topics	Subtopics	Details
6	Basic	6.4 Loops	For, While, Until, Do While, Inner loops, Repeated
	Programming		condition.
		6.5 Conditional	Simple If.
		statement	If-else.
			Else if ladder
7	Advance	Use of Scratch.	
	programming	7.1 Backdrop(Stage)	How to Insert a backdrop, Upload a backdrop from the
			local file, Create a new backdrop?
		7.2 Sprite(Object)	How to Insert a sprite, Upload a sprite from local file,
			Create a new sprite by using paint?
		7.3 Costumes	How to create new costumes by using paint, Know about
			the default costumes.
		7.4 Motion	Move>How to move the object.(Forward, Backward)
			Turn left> Turn the specific angles in left.
		. (	Turn right> Turn the specific angles in right.
			Axis $> x$ , y positions.
		7.5 Looks	Text> Give the information by using text
		o Ci	Colour> Change the colour effect to sprite.
			Show> Show the sprite.
			Hide> Hide the sprite.
		7.6 Sound	How to use default sound and select the various sound from the library
		VI	How to record sound?
	F	7.7 Pen	Size> How to increase and decrease the size of pen.
	SPICE		Colour> Change the colour of pen.
		7.8 Events	Basic events>Flag, Key pressed, when click the sprite.
		7.9 Control	Wait
	67		Repeat
			Forever
			Conditional statement> How to check the conditions by
			using AND operators.

Sr.	Topics	Subtopics	Details			
	VIII <sup>th</sup> Standard					
1	Operating System	1.1 What is OS?  1.2 Types of OS	What does the OS do? Managing Resources, Providing User Interface, Running Applications, Support for built-in Utility Programs, Control Computer Hardware Windows, Mac, Unix, Linux, Android, iOS.			
2	Windows	2.1 Windows Versions and usage of OS.  2.2 Multi finger gestures.  2.3 Folders, Icons, Apps  2.4 File  2.5 Task manager	How to identify it? Where is it installed? What will get wiped out when you upgrade? Etc.  Usage of double finger, Triple finger and four fingers move on the track pad at the same time.  Common Folders. Drives. Storage of files. Move of files in same drive vs diff drives. Copying between folders.  Different views in windows explorer. Using windows explorer. Traversing to a directory. Tree structure of directories. Deleting files. System tray  File extensions. What happens when you single click or double click on a file? Multiple ways to reach/open a file – through an app like Open Office or through Windows Explorer or through search. File properties – size, type, time created, time accessed etc  Usage of Task Manager, Killing a process. Processes and visible apps. System resources used by processes. Ctrl + Alt			
3	Open office	3.1 Text document.  3.1.1 Table  3.2 Spreadsheet	<ul> <li>+ Del, Right click&gt; Task manager.</li> <li>Object Wrapping [Right click on the shape and use some features], Shadows, High light the text, Unicode text.</li> <li>How to create table, Insert row and columns. Delete column cell and row.</li> <li>Freeze the row; change the records in Ascending and Descending order, Paste special, Enter inside a cell (Ctrl + Enter).</li> </ul>			
4	Internet	3.3 Presentation 4.1 Wi-Fi 4.2 Hotspot 4.3 Browser  4.4 Browsing and Navigating through websites. 4.5 Search 4.6 New tab 4.7 Downloading 4.8 Uploading 4.9 Mail 4.10 Sent, Inbox 4.11 Video call 4.12 Book mark 4.13 Structure of Internet	Create a presentation.  Connect to Wi-Fi.  Turn the hotspot on or off.  Types of Browsers, Chrome, Firefox, Edge, Internet Explorer.  URLs. Address bar. Hover behaviour. Left and Right Click behaviour. Scroll. Resizing of the screen. Some things redisplay and some do not.  Search for pictures, videos and specific websites.  New tab creation – use of memory  Download and save the documents and videos.  Upload your document, audio, etc to a site  Using E- Mail.  How to send and receive? (Usage of Mail)  Video call and chatting  Usage.  Clients and Servers talking to each other over the cloud.			

Sr.	Topics	Subtopics	Details
5	Introduction of	5.1 Procedural	Usage. Real Activity.
	Advanced	operations in 5*5 grids	
	Activity	with real people.	
	-	5.2 Directions and	Right, Left, straight. Absolute vs relative.
		orientation.	
		5.3 Pseudo code or	Hand written program.
		Flow chart.	
6	Basic	6.1 Procedural	Describes a "simple" action. Take one step forward. Turn
	Programming	operations	right. Turn left. Emit a sound, Write hello. Etc.
		6.2 Sequence of	Take a step forward – 5 times. Mix of operations in a
		operations.	defined order.
		6.3 Operators	Arithmetic, Boolean, relational etc.
		6.4 Loops	For, While, Until, Do While, Inner loops, Repeated
			condition.
		6.5 Conditional	Simple If.
		statement	If-else.
			Else if ladder
7	Advance	Using Scratch.	C)
	programming	7.1 Backdrop(Stage)	How to Insert a backdrop, Upload a backdrop from the
			local file, Create a new backdrop?
		7.2 Sprite(Object)	How to Insert a sprite, Upload a sprite from local file,
			Create a new sprite by using paint?
		7.3 Costumes	How to create new costumes by using paint, Know about
			the default costumes.
		7.4Motion	Move>How to move the object.(Forward, Backward)
			Turn left> Turn the specific angles in left.
			Turn right> Turn the specific angles in right.
			Axis> x, y positions.
		7.5 Looks	Text> Give the information by using text
		0	Colour> Change the colour effect to sprite.
		2	Show> Show the sprite.
			Hide> Hide the sprite.
		7.6 Sound	How to use default sound and select the various sound from
		4	the library
			How to record sound?
		7.7 Pen	Size> How to increase and decrease the size of pen.
			Colour> Change the colour of pen.
		7.8 Events	Basic events>Flag, Key pressed, when click the sprite.
		7.9 Custom events	Broadcast the message and wait.
	1-17	7.10 Control	Wait
	4		Repeat
			Forever
			Conditional statement> How to check the conditions by
			using variables and operators.
		7.11 Sensing	Touching mouse pointer.
			Touching the specific colour.
		7.12 Variables	Storing state information.