**Syllabus of computer for session : 2023-24**

**Class : 6**

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| **Month** | **Ch . No.** | **Chapter Name** | | **Activities** | **Project** |
| April & May | 1. | Know about the computer | | **Class Activities :**  **1.**Collage of different components  of a computer in notebook. | **1.** Report on “Artificial Intelligence and its future ” |
|  | 2. | Types of software & comp langu | | **2**.Draw flowchart symbols and colour in notebook. |  |
| July | 3. | More on flowcharts | | **3.**Group discussion on “statements in small basic” | **2.**Write characteris- tics of an effective presentation with flowchart. |
|  | 4. | Introduction to MS Small Basic | | **Lab Activities :**  **1.**PP presentation on “History of computers” |  |
| August | 5.  6. | More on Power Point  MS Power Point : Giving Pre-sentations | | **2.**Word document on Input,Output and Storage devices.  **3.**PP presentation on mathematical tables from 2 to 10. |  |
| **September** | **Practical exam , Revision & Half Yearly Exam , Practical topic : MS Power Point**  **(Inserting Tables, Inserting Charts, Inserting Video Files, Applying Animation )** | | | | |
| October | 7. | | The Mail Merge | **Class Activities :**  1.Letter writing using mail merge. |  |
| November | 8.  9. | | More on MS Word 2016  Formulae and Functions | 2.Chart on different types of tools in Flash  3.Collage on uses and popular services on the internet. | 1. Chart on different types of cell referen-cing in Excel on A4 size paper. |
| December | 10. | | Adobe Flash Professional CS6 | **Lab Activities :**  1.Use of mail merge features |  |
| January | 11. | | More about the Internet | 2.Add a footnotes, endnotes, water-mark in word document.  3. Draw a Scenery in Flash.  4.Find out min,max,average,sum,  percentage in MS Excel | 2. Prepare a project report on types of network. |
| **February** | **Practical exam : - Practical topic : MS Excel**  **( calculating average , Percentage , Min (), Max(), IF Function )** | | | | |
| **March** | **Annual Examination** | | | | |