SYLLABUS DISTRIBUTION FOR THE YEAR 2019-20

Name of the teacher:- Jaspreet Kaur
Subject:- Computer   Class:- 3rd

APRIL

Chapter 1 Operating System:- Operating System, Microsoft Windows 10, Desktop and Icons.

MAY

Chapter 2 More About Paint:- Moving and Copying objects, Undo and Redo, Rotate/Flip drawing, Resize a Drawing, Skew a Drawing, Set Drawing as a Desktop Background, Zoom in and Out.

JUNE:- Summer Vacations

JULY

Chapter 3 Let's Start Scratch:- Starting Scratch, Scratch Window, Adding Block, Changing Costumes, Adding Sound, Starting Project.

AUGUST

Chapter 4 Editing Text in Word 2016:- Parts of Word 2016 Windows, Selecting, Inserting & Deletion Text, Undo & Repeat Command, Copying & Move text.

SEPTEMBER: Summative Assessment-I

OCTOBER

Chapter 5 Formatting Text in Word 2013:- Character Formatting, Highlighting and Aligning Text, Applying Borders and Shading.

NOVEMBER

Chapter 6 Enjoying with TUX Paint:- Starting TUX paint, Main Screen, Drawing Tools, Other Tool.

DECEMBER

Chapter 7 The Internet:- Uses of Internet, What is the Internet, Basic Terms, Opening Website, Good Practice, How to be Safe Online?

JANUARY:-   REVISION

FEBRUARY: Summative Assessment-II