

# ***BISHOP SCOTT BOYS' SCHOOL***

(Affiliated to CBSE, New Delhi) Affiliation No.: 330726

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## **COMMON ACADEMIC PLAN-2020-21**

### **SYLLABUS SPLIT-UP**

**(REVISED AS PER CBSE CIRCULAR AND NCERT ACADEMIC CALENDAR)**

## C O M M O N A C A D E M I C P L A N

SESSION - 2020-21

S U B : - E n g l i s h C l a s s - I V

Month Chapters/Units/Topics Sub - T o p i c s Activities as per the Chapter Portion for PT/MT/AE Assignments

April	<p><u>R e a d e r</u></p> <ul style="list-style-type: none"> <li>Ch-1 Be Prepared</li> <li>Ch-2 Visit to the Mansion</li> <li>Poem - On the Bridge</li> </ul> <p><u>Grammar</u></p> <ul style="list-style-type: none"> <li>1-The Sentence</li> <li>2-Subject and Predicate</li> <li>4-Nouns</li> <li>22- Punctuations</li> </ul> <p><u>English Grammar and Language Skills</u></p> <ul style="list-style-type: none"> <li>Worksheet-1, 2</li> </ul> <p><u>Time to write-</u> Pg- 3 to 13</p> <p><u>Novel-</u> Ch-1 to 3</p>	Letter Writing (Formal)	<ul style="list-style-type: none"> <li>S y n o n y m</li> <li>Scramble</li> </ul>		<ul style="list-style-type: none"> <li>Draw a table of Kinds of Nouns.</li> <li>Draw chart of Punctuations and their meanings.</li> </ul>
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May	<p><u>R e a d e r</u></p> <ul style="list-style-type: none"> <li>Ch-3 Tine and the Faraway Mountain</li> </ul> <p><u>Grammar</u></p> <ul style="list-style-type: none"> <li>5- Gender</li> </ul> <p><u>English Grammar and Language Skills</u></p> <ul style="list-style-type: none"> <li>Worksheet-3</li> </ul> <p><u>Time to write-</u> Pg- 14 to 20</p> <p><u>Novel-</u> Ch- 4 to 6</p>	Paragraph Writing	<ul style="list-style-type: none"> <li>Form table of Masculine gender, Feminine gender and Common gender</li> </ul>	<p><u>PT- I Examinations</u></p> <p><u>Reader</u></p> <ul style="list-style-type: none"> <li>Ch-1-Be Prepared</li> <li>Poem - On the Bridge</li> </ul> <p><u>Grammar</u></p> <ul style="list-style-type: none"> <li>The Sentence</li> <li>Subject and Predicate</li> </ul> <p><u>Composition -</u> Letter Writing (Formal)</p>	Solve Revision Practice Assignment.
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# BISHOP SCOTT BOYS' SCHOOL

June	<p><u>Reader</u></p> <ul style="list-style-type: none"> <li>Poem - Seeds</li> </ul> <p><u>Grammar</u></p> <ul style="list-style-type: none"> <li>23- Interjections</li> </ul> <p><u>English Grammar and Language Skills</u></p> <ul style="list-style-type: none"> <li>Worksheet- 4</li> </ul> <p><u>Time to write-</u> Pg- 21 to 30</p> <p><u>Novel-</u> Ch- 7 to 9</p>	Letter - Writing (Informal)			Write the summary of poem 'Seeds'
July	<p><u>Reader</u></p> <ul style="list-style-type: none"> <li>Ch-5 Before the match</li> </ul> <p><u>Grammar</u></p> <ul style="list-style-type: none"> <li>6- Number</li> <li>7- Articles</li> </ul> <p><u>English Grammar and Language Skills</u></p> <ul style="list-style-type: none"> <li>Worksheet- 5, Grammar revision worksheet-1</li> </ul> <p><u>Time to write-</u> Pg- 31 to 39</p> <p><u>Novel-</u> Ch- 10 to 12</p>	Paragraph Writing	<ul style="list-style-type: none"> <li>Dictionary Skill (Vocabulary)</li> </ul>	<p><u>PT- II Examinations</u></p> <p><u>Reader</u></p> <ul style="list-style-type: none"> <li>1- Be Prepared</li> <li>2- Visit to the Mansion</li> <li>3- Tine and the Faraway Mountain</li> </ul> <p><u>Grammar</u></p> <ul style="list-style-type: none"> <li>2- Subject and Predicate</li> <li>4- Noun</li> <li>5- Gender</li> <li>22- Punctuation</li> </ul> <p><u>Composition</u></p> <ul style="list-style-type: none"> <li>Letter Writing (formal or informal)</li> <li>Paragraph Writing</li> </ul>	<p>Write few points about Trumpet of Swans.</p> <p>Draw a table based on Rules of using Articles.</p> <p>Draw a table on Subject and Object Pronouns.</p>
August	<p><u>Reader</u></p> <ul style="list-style-type: none"> <li>Ch-7 Television</li> <li>Poem- Smells</li> </ul> <p><u>Grammar</u></p> <ul style="list-style-type: none"> <li>8- Pronouns</li> <li>9- Adjectives</li> <li>11- Verb</li> </ul>		Synonyms Antonyms (Vocabulary)		Draw a table on Kinds of Adjectives.

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	<p><b>English Grammar and Language Skills</b></p> <ul style="list-style-type: none"> <li>Worksheet- 5, 6 and 7</li> </ul> <p><b>Time to write-</b> Pg- 40 to 47</p> <p><b>Novel-</b> Ch- 13 to 15</p>				
S e p	R e v i s i o n			<p><b>Mid Term Examinations</b></p> <p><b>Reader</b></p> <ul style="list-style-type: none"> <li>Ch -1,2,3,5,7</li> </ul> <p><b>Poem -</b></p> <ul style="list-style-type: none"> <li>On the Bridge</li> <li>Seeds</li> <li>Smells</li> </ul> <p><b>Grammar</b></p> <ul style="list-style-type: none"> <li>Ch- 1,2,4,5,6,7,8,9,11,22 and 23</li> </ul> <p><b>Composition</b></p> <ul style="list-style-type: none"> <li>Letter Writing ( Formal / Informal)</li> <li>Paragraph Writing</li> </ul> <p><b>Comprehension</b></p> <p>Unseen Passage</p>	
O c t	<p><b>R e a d e r</b></p> <ul style="list-style-type: none"> <li>8- Chips</li> <li>9- Crow Boy</li> </ul> <p><b>Grammar</b></p> <ul style="list-style-type: none"> <li>12- Adverbs</li> <li>13- Simple Present Tense</li> <li>14- Present Continuous Tense</li> </ul>	Letter Writing - Formal	P r e f i x e s (Vocabulary)		

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	<p><b><u>English Grammar and Language Skills</u></b></p> <ul style="list-style-type: none"> <li>Worksheet-8, 9 and Grammar revision worksheet-2</li> </ul> <p><b><u>Time to write-</u></b> Pg- 48 to 53</p> <p><b><u>Novel-</u></b> Ch- 16 to 18</p>				
Nov	<p><b><u>Reader</u></b></p> <ul style="list-style-type: none"> <li>10- Running Away</li> <li>Poem- Great, Wide, Beautiful,</li> </ul> <p><b><u>Grammar</u></b></p> <ul style="list-style-type: none"> <li>15-Simple Past Tense</li> <li>16- Past Continuous Tense</li> </ul> <p><b><u>English Grammar and Language Skills</u></b></p> <ul style="list-style-type: none"> <li>Worksheet- 10, 11</li> </ul> <p><b><u>Time to write-</u></b> Pg- 54 to 59</p> <p><b><u>Novel-</u></b> Ch- 19 to 21</p>	Paragraph Writing	Suffixes (Vocabulary)	<p><b><u>PT- III Examinations</u></b></p> <p><b><u>Reader</u></b></p> <ul style="list-style-type: none"> <li>Ch-8 Chips</li> <li>Ch-9 Crow Boy</li> </ul> <p><b><u>Grammar</u></b></p> <ul style="list-style-type: none"> <li>12- Adverbs</li> <li>13- Simple Present Tense</li> <li>14- Present Continuous Tense</li> </ul> <p><b><u>Composition</u></b></p> <p>Letter Writing -Formal</p>	
D e c	<p><b><u>R e a d e r</u></b></p> <ul style="list-style-type: none"> <li>11- A Tuesday</li> <li>Poem- Planting a tree</li> </ul> <p><b><u>Grammar</u></b></p> <ul style="list-style-type: none"> <li>17- Simple Future Tense</li> <li>18- Future Continuous Tense</li> </ul> <p><b><u>English Grammar and Language Skills</u></b></p> <ul style="list-style-type: none"> <li>Worksheet-12 and Grammar</li> </ul> <p><b><u>Time to write-</u></b> Pg- 60 to 64</p> <p><b><u>Novel-</u></b> Ch- 22 to 24</p>	Letter Writing - Informal	Sound Words (Vocabulary)	<p><b><u>PT- IV Examinations</u></b></p> <p><b><u>Reader</u></b></p> <ul style="list-style-type: none"> <li>10-Running Away</li> <li>Poem - Great, Wide, Beautiful, Wonderful World</li> </ul> <p><b><u>Grammar</u></b></p> <ul style="list-style-type: none"> <li>15-Simple Past Tense</li> <li>16- Past Continuous Tense</li> </ul> <p><b><u>Composition</u></b></p> <ul style="list-style-type: none"> <li>Letter Writing (formal /</li> </ul>	

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				Informal) <ul style="list-style-type: none"> <li>• Paragraph Writing</li> </ul>	
Jan & Feb	<u>G r a m m a r</u> <ul style="list-style-type: none"> <li>• 20-Conjunctions</li> <li>• 21-Prepositions</li> </ul>			<u>Annual Examinations</u>  <u>Reader</u> <ul style="list-style-type: none"> <li>• Ch- 3, 8,9,10,11</li> <li>• Poem-</li> <li>• Great, Wide, Beautiful World,</li> <li>• Planting a tree</li> </ul> <u>Grammar</u> <ul style="list-style-type: none"> <li>• Ch- 12,13,14,15,16,17,18, 20 and 21</li> </ul> <u>Composition</u> <ul style="list-style-type: none"> <li>• Letter Writing</li> <li>• Paragraph Writing</li> </ul> <u>Comprehension</u> Unseen Passage	

**COMMON ACADEMIC PLAN**

CLSS - IV

SESSION - 2020-21

SUB : HINDI

Month	Name of the Chapter with Serial No.	Sub - Topics	Activities as per the Chapter	Portion for PT/ MT/AE
April	साहित्य पाठ 1. जो चाहो वह पा लो तुम (कविता) पाठ 2. एक साथ भोजन व्याकरण— 1. भाषा एवं व्याकरण 2. वर्ण एवं मात्राएँ	कठिन शब्द, शब्दार्थ, विलोम, पर्यायवाची, प्रश्नोत्तर, वाक्य रचना। परिभाषा, अभ्यास कार्य, प्रश्नोत्तर, भेद।		PT - I(April – May) पाठ्य-पुस्तक पाठ 1. जो चाहो वह पा लो तुम (कविता) पाठ 2. एक साथ भोजन व्याकरण— 1. भाषा एवं व्याकरण 2. वर्ण एवं मात्राएँ, (To be noted that the portion will be intimated before the exam also)
May	साहित्य पाठ 3. सतरंगा इंद्रधनुष व्याकरण— 3. शब्द एवं वाक्य 4. संज्ञा	कठिन शब्द, शब्दार्थ, विलोम, पर्यायवाची, प्रश्नोत्तर, परिभाषा, भेद, छुट्टी के लिए आवेदन पत्र, समय का सदुपयोग पर निबंध।		PT - II (July – Aug) पाठ 4. पाठ 5. व्याकरण – 3. शब्द एवं वाक्य 4. संज्ञा अपठित गद्यांश, पत्र एवं निबंध, कहानी लेखन। (To be noted that the portion will be intimated before the exam also)

June	<p>पाठ्य-पुस्तक पाठ 4. आँधी से टकराएँ हम (कविता) व्याकरण- 5. लिंग, 6. वचन</p>	<p>कठिन शब्द, पर्यायवाची, विलोम, प्रश्नोत्तर।</p>		<p><b>Mid Term (Sep)</b> पाठ्य-पुस्तक पाठ - 1, 2, 3, 4, 5, 6, 8 एवं 9. व्याकरण- पाठ- 1, 2, 3, 4, 5, 6, 7, अपठित गद्यांश, निबंध, पत्र</p>
July	<p>पाठ्य-पुस्तक पाठ 5. जीवनदायिनी नदियाँ पाठ 6. हमारा रजस्थान व्याकरण- 7. कारक 8. सर्वनाम</p>	<p>कठिन शब्द, शब्दार्थ, पर्यायवाची, विलोम, वाक्य रचना, प्रश्नोत्तर। व्याकरण- परिभाषा, भेद। निबंध- प्रिय खेल। पत्र- सफाई व्यवस्था दुरुस्त करवाने के लिए नगर निगम को पत्र।</p>		
August	<p>साहित्य पाठ 8. फ्लोरेंस नाइटिंगल पाठ 9. भारत देश महान व्याकरण - 9. विशेषण 10. क्रिया पत्र लेखन- निबंध</p>	<p>कठिन शब्द, शब्दार्थ, पर्यायवाची, विलोम, वाक्य रचना, प्रश्नोत्तर। व्याकरण- परिभाषा, भेद। निबंध - जीवन में खेलकूद का महत्व। पत्र -जन्मदिन का निमंत्रण देते हुए मित्र को पत्र लिखें।</p>		
September	<p>पुनरावृत्ति</p>			



October	<p>पाठ्य- पुस्तक पाठ 10. सच्ची रक्षिका पाठ 11. तोता रटता रहता है क्यों? व्याकरण- 11. क्रियाविशेषण 12. काल</p>	<p>कठिन शब्द, शब्दार्थ, पर्यायवाची, विलोम, पाठ अभ्यास के प्रश्न एवं प्रश्नोत्तर। परिभाषा, भेद, उदाहरण। अपठित गद्यांश।</p>		
November	<p>पाठ्य पुस्तक पाठ 12. मैंने हँसना सीखा है (कविता) व्याकरण- 16. मुहावरे 20. निबंध लेखन</p>	<p>कठिन शब्द, शब्दार्थ, पाठ अभ्यास के प्रश्न एवं प्रश्नोत्तर। मुहावरों के अर्थ एवं वाक्य प्रयोग। निबंध – बालदिवस, क्रिसमस।</p>		<p><b>PT - III (Nov-Dec)</b> पाठ्य-पुस्तक पाठ 9. पाठ 10. व्याकरण – 8. सर्वनाम 9. विशेषण</p>
December	<p>पाठ्य-पुस्तक पाठ 15. कबीर के दोहे पाठ 16. लाल बहादुर शास्त्री व्याकरण – अपठित गद्यांश, पत्र लेखन, निबंध लेखन एवं कहानी लेखन।</p>	<p>कठिन शब्द, शब्दार्थ, पाठ अभ्यास के प्रश्न एवं प्रश्नोत्तर। निबंध – किसी मेले का वर्णन, राष्ट्रीय पक्षी 'मोर' पत्र लेखन- अपने मामाजी को सर्दियों की छुट्टियों की योजना बताते हुए पत्र लिखें।</p>		<p><b>PT - IV (Jan)</b> पाठ 11 पाठ 12 व्याकरण – 10 क्रिया 11. क्रियाविशेषण पत्र एवं निबंध <b>Term - II (Feb – Mar)</b> साहित्य पाठ 5, 9, 10, 11, 12, 15 एवं 16. व्याकरण – पाठ -2, 4, 7, 8, 9, 10, 11, 12, 16. निबंध, पत्र, कहानी लेखन, अपठित गद्यांश।</p>

January

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SUB :- Mathematics				Class-IV	
Month	Chapters/Units/Topics	Sub-Topics	Activities as per the Chapter	Portion for PT/MT/AE	Assignments
April	Ch- 1 Large numbers	<ul style="list-style-type: none"> <li>• Large numbers</li> <li>• Place value</li> <li>• Predecessor and successor</li> <li>• Comparing numbers</li> <li>• Rounding off</li> <li>• Indian and international number system</li> <li>• Roman numerals</li> <li>• Math lab activity</li> </ul>	Write two sets of numbers from 0 to 9 in one round, and take out 5,6,7 chits.	<b>PT - I</b> Ch -1 Large numbers Ch-2 addition and subtraction. <b>Ex- 1A to 1 E and 2A TO 2 H</b>  <b>Mental Maths-</b>	Revision exercise Q.no:- 1 to 14
May	Ch - 3 Multiplication	<ul style="list-style-type: none"> <li>• Properties of multiplication</li> <li>• Multiplication by 1-digit and 2-digit numbers</li> <li>• Multiplication by 3-digit numbers</li> <li>• Simplification</li> <li>• Word problem</li> <li>• Estimating and lattice multiplication</li> </ul>			Mental maths worksheet 27 to 32.
June	Ch - 4 Division	<ul style="list-style-type: none"> <li>• Dividing by 2-digit numbers</li> <li>• Properties of division</li> <li>• Division by 3-digit numbers</li> <li>• Simplification</li> <li>• Simplification</li> <li>• Word problems</li> </ul>	Activity based on the division of 2-digit numbers		Worksheet 33 to 41.
July	Ch - 5 Factors and multiples	<ul style="list-style-type: none"> <li>• Factors</li> <li>• HCF , LCM</li> <li>• Divisibility</li> <li>• Prime and composite numbers</li> <li>• Prime factorization</li> </ul>		<b>PT- II Portion</b> Ch - 3 Multiplication Ex-3A to 3E Ch - 4 Division Ex-4A to 4D	
1 Page   . Class – IV. C A P – 2020 – 21.					

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	Ch - 6 Fractions	<ul style="list-style-type: none"> <li>• Numerator and denominator</li> <li>• Equivalent fractions</li> <li>• Fractions in lowest term</li> <li>• Comparison of like and unlike fractions</li> <li>• Proper and improper fractions</li> <li>• Fractions as division</li> <li>• Addition and subtraction of like and unlike fractions.</li> <li>• Word problems</li> </ul>			Mental maths worksheet 42 to 46.
August	Ch-7 Decimals	<ul style="list-style-type: none"> <li>• Decimal numbers</li> <li>• Whole part and decimal part</li> <li>• Place value</li> <li>• Converting fraction to decimals and vice-versa</li> <li>• Equivalent decimals</li> <li>• Comparison of decimals</li> <li>• Addition and subtraction of decimals</li> </ul>	Make a colourful chart of showing perimeter and area of polygons	<b>Mid Term</b> Ch- 1,3,4,5,6,7,10.  <b>Mental Maths-</b>	Revision exercise pg- 1 to 14
	Ch -10 Perimeter and Area	<ul style="list-style-type: none"> <li>• Perimeter</li> <li>• Area</li> </ul>			
Sep	<b>Mid Term</b>				
Oct	Ch-8 Geomtery	<ul style="list-style-type: none"> <li>• Intersecting and parallel lines</li> <li>• Angles</li> <li>• Open and closed figures</li> <li>• Polygon</li> <li>• Circle</li> </ul>	Drawing three dimensional cuboid on dotted paper	<b>PT -III</b> Ch- 5( Factors and Multiples) Ch - 6( Fractions) <b>Mental Maths-</b>	Mental maths worksheet 62 to 65.
	Ch- 13 Data handling	<ul style="list-style-type: none"> <li>• Pictograph</li> <li>• Bar graph</li> </ul>			Revision exercise Q.no:- 1 to 8
					Mental maths worksheet 66, 67.

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Nov	Ch-9 Measurement  Ch -14 Patterns	<ul style="list-style-type: none"> <li>Length</li> <li>Weight</li> <li>Volume</li> <li>Addition</li> <li>Subtraction</li> <li>Multiplication</li> <li>Division</li> <li>Symmetry</li> <li>Patterns</li> <li>Tessellations</li> </ul>	Making a chart of the measurement units  Activity of page number 182	<b>PT- IV</b> <b>(Holiday homework assignments)</b>  <b>Mental Maths-</b>	Revision exercise Qno:- 1 to 10  Mental maths worksheet 47 to 55.
Dec	Ch- 11. Money	<ul style="list-style-type: none"> <li>Conversion of money</li> <li>Addition and subtraction of money</li> <li>Unitary method</li> </ul>		<b>Term II</b> Ch- 8,9,11,13,14 From term I- Ch-7 <b>Mental Maths-</b>	Mental maths worksheet 60 to 61.
Jan	<b>Revision</b>				
Feb	<b>Revision</b>				
<b>Mental Maths</b>			<b>Class- IV</b>		
	April				
May					
June					
July					
Aug					
	-		Feb	REVISION	
<b>Month</b>	<b>Chapters/Units/Topics</b>	<b>Sub-Topics</b>	<b>Activities as per the Chapter</b>	<b>Portion for PT/MT/AE</b>	<b>Assignments</b>

## Common Academic Plan

**SUB :- EVS**

**Session 2020-21**

**Class-IV**

Month	Chapters/Units/Topics	Sub-Topics	Activities as per the Chapter	Portion for PT/MT/AE	Assignments
April	Unit 1 – Family and Friends	Ch -1. Mother – A special Person Ch- 2. My extended family Ch -3. A baby is born Ch – 4 Our Senses	<ul style="list-style-type: none"> <li>• Make a beautiful family tree</li> <li>• How can we take care of our sense organs present it on a chart paper and paste picture to explain.</li> </ul>	<p><b>PT- I (April –May)</b> Ch 1 – Mother - A Special Person Ch 2 – My extended family Ch 3 – A Baby is born</p> <p>□(To be noted that the portion will be intimated before the exam also)</p>	
May  June	Unit – 1 Family and Friends	Ch – 5 Recreation Time Ch – 6 Skilled Workers Ch 7 The World of Animals	<ul style="list-style-type: none"> <li>• Write about one of your favourite recreational activity, make a colorful pic of it on a piece of chart paper .</li> <li>• What do you want to become when you grow up. Write few lines on it.</li> <li>• Paste the pictures of 3 social insects in your notebook.</li> </ul>		

July	Unit -2 Food	Ch - 8 The World of Plants Ch - 9 How do we get our food  Ch 11 Teeth and Tongue	<ul style="list-style-type: none"> <li>• Make a picture of flower and show their parts by labeling them.</li> <li>• Draw , color and label the different parts of a plant.</li> <li>• Draw the different types of human teeth and their uses on A4 sheet</li> </ul>	<b>PT - II (July -Aug)</b> Ch- 3 A baby is Born Ch 4 Our Senses Ch 5 Recreation Time □(To be noted that the portion will be intimated before the exam also)	
August	Unit 2 – Food Unit - 3 Shelter	Ch- 12 Beaks and claws	□ Paste the pictures of different types of claws and beaks and write about them.	<b>Term -I (Sep)</b> Ch- 2 , 4 , 5,6 , 7 , 8, 9 , 11 ,	
September	Term I	Revision			
October	Unit 3 - Shelter	Ch 14 Mapping our Neighbourhood  Ch 15 Waste and It's Management	□ Show important symbols and colours used on a map  □ Directions and sub directions in your notebook.  □ Make a list of items which are degradable and non degradable in your house.	<b>PT -III (Nov- Dec)</b> Ch-12, 14, 15	



Nov	Unit 3 - shelter Unit 4 - Water	Ch 16 –Animal shelter Ch 18 Sources of Water Ch 19 - water pollution	<input type="checkbox"/> Write different process of water purification with picture on a chart paper . Show a well labelled diagram of Water cycle on A4 sheet paper.  <input type="checkbox"/>	<b>PT- IV (Jan)</b> Ch - 16 , 18 , 19	
Dec	Unit- 5 Travel Unit -6 Things we make and do	Ch 21 Travel and Money Ch 22 Building Materials and Tools	<ul style="list-style-type: none"> <li>• Make a list of 10 countries and their currencies on A4 sheet paper.</li> </ul> <p>Write about different types of bridges and paste picture on a chart paper</p>	<b>Term -II (Feb - Mar)</b> Ch - 5 , 11,14 , 15 , 16 , 18 , 21 , 22	
Jan					
Feb	<b>For Revision Term II</b>				



SUB: - Computer			Class-IV		
April	Ch-1.Storage and Memory Devices	<ul style="list-style-type: none"> <li>• Data and information</li> <li>• Data storage units</li> <li>• Types of memory</li> <li>• Storage devices</li> <li>• Computer parts</li> </ul>	Paste different types of colourful storage and memory devices	PT - I Ch-1.Storage and Memory Devices	
May	Ch 2. GUI operating system Desktop management	<ul style="list-style-type: none"> <li>• Feature of Win-7</li> <li>• The taskbar</li> <li>• Customizing the taskbar</li> <li>• Icons</li> <li>• Customizing the Desktop</li> <li>• Customizing the Win Setup</li> <li>• Use of shortcut menu</li> </ul>	Lab practical		
June	Ch 3. Advanced features of TUX paint	<ul style="list-style-type: none"> <li>• Tux paint</li> <li>• More magic tools</li> <li>• Story board</li> <li>• Slide show</li> <li>• Deleting drawing</li> <li>• Quit tool</li> </ul>	Draw a colourful picture of your house and colour it with the help of Tux		
July	Ch 4. Formatting in Microsoft word 2010	<ul style="list-style-type: none"> <li>• Format painter, Applying Superscripts &amp; Subscripts</li> <li>• Applying shadow effect</li> <li>• Header and footer</li> <li>• Inserting column and column break</li> <li>• Page break, line break</li> <li>• Setting margin</li> <li>• Page orientation</li> <li>• Paper size</li> <li>• Working with tabs</li> </ul>	Create a poster water saving tips in MS-Word	PT - II Ch 2. GUI operating system Desktop management Ch 3. Advanced features of TUX paint	

		<ul style="list-style-type: none"> <li>• Indenting text</li> </ul>			
Aug	Ch -5. Advanced features of MS Word 2010	<ul style="list-style-type: none"> <li>• Finding the text</li> <li>• Replacing the text</li> <li>• Working with shapes</li> <li>• Using drawing tools</li> <li>• Inserting word-art</li> <li>• Clip art</li> <li>• Adding watermark</li> <li>• Border and shading</li> <li>• Inserting cover page</li> </ul>	Lab Practical		
Sep	Revision			<b>Mid Term</b> Ch - 1,2,3,4,5	
Oct	Ch 6. Stepwise thinking	<ul style="list-style-type: none"> <li>• Reasoning and problem solving</li> <li>• Encoding &amp; decoding</li> <li>• Examples of Step-wise thinking</li> </ul>	Write your name with the help of number swap code.		
Nov	Ch- 7 More About Scratch	<ul style="list-style-type: none"> <li>• Feature of Scratch</li> <li>• Components of scratch</li> <li>• Adding a new sprite</li> <li>• Working with Two sprites</li> <li>• Setting the sprite position , Rotation</li> <li>• Changing the Pen shade</li> <li>• Backdrop of the stage</li> <li>• Playing the Instruments</li> </ul>	Create a project on steps to prevent Global Warming in the scratch. Add moments to the sprite and change with each new sentence.		
Dec	Ch- 8. MS Powerpoint2010	<ul style="list-style-type: none"> <li>• Starting MS Power Point</li> <li>• Components of MS Power Point</li> </ul>	Create a presentation on "Save Water Today" make a difference tomorrow. Collect information and make an attractive	<b>PT - III</b> <b>Ch- 6.</b> Stepwise thinking Ch-7 More About Scratch	

		<ul style="list-style-type: none"> <li>• Creating a new presentation</li> <li>• Adding text into a placeholder</li> <li>• Saving a presentation</li> <li>• Closing and exiting a presentation</li> <li>• Opening a presentation</li> <li>• Adding a new slide, Picture to the Title</li> <li>• Slide show</li> </ul>	presentation with 6-7 slides	<b>PT - IV</b> Ch- 8 MS PowerPoint 2010(holiday assignments)
Jan + Feb	Revision for Annual Exam			<b>Annual Exam</b> Ch - 6 Stepwise thinking Ch - 7 More About Scratch Ch - 8 MS Powerpoint2010 Ch -4 Formatting in Microsoft word 2010.
<b>Month</b>	<b>Chapters/Units /Topics</b>	<b>Sub-Topics</b>	<b>Activities as per the Chapter</b>	<b>Portion for PT/MT/AE</b>