



CHRIST SCHOOL
Bengaluru - 560029

PROGRAMME OF WORK FOR THE YEAR 2019-20

SUB: COMPUTER SCIENCE

GRADE : IV

Total No. of chapters: 9

Formative Assessment -1

Chapter -1: Storage and memory devices

- Data and Information
- Types of memory
- Storage devices
- Computer ports

Formative Assessment -2

Chapter -2: GUI- Operating system-Desktop management

- Features of Windows 7
- Customizing the taskbar
- Customizing the Windows setup
- Use of shortcut menu

Chapter -3: Advanced features of tux paint

- More magic tools
- Storyboard
- Slideshow
- Deleting a drawing
- Quit tool

Summative Assessment 1

- Chapter -1:** Storage and memory devices
Chapter -2: GUI operating system-Desktop management
Chapter -3: Advanced features of Tux paint
Chapter-4: Formatting in Microsoft Word 2010

- Format painter
- Applying superscript and subscript
- Applying header and footer
- Inserting column and column break
- Inserting page break
- Inserting line break
- Setting margins
- Setting page orientation
- Setting paper size
- Working with tabs
- Indenting text

Formative Assessment 3

- Chapter -5:** Advanced features of Microsoft word 2010

- Finding the text
- Replacing the text
- Working with shapes
- Inserting word art
- Adding watermark
- Applying borders and shading
- Inserting cover page

- Chapter-6:** Stepwise Thinking

- Reasoning and problem solving
- Examples of stepwise thinking
- Encoding and decoding

Formative Assessment 4

- Chapter-7:** More about Scratch
- Components of Scratch
 - Adding a new sprite
 - Working with two sprites
 - Setting the sprite position
 - Changing the pen shade
 - Changing the backdrop of the stage
 - Playing the instruments

Chapter-8:

Microsoft Power Point 2010

- Starting MS Power Point
- Components of MS Power Point
- Creating a New presentation
- Adding Text into a Placeholder
- Saving a presentation
- Opening a presentation
- Adding a new Slide
- Adding pictures to the Title and content slide
- Slide Show

Summative Assessment 2

Chapter -5:

Advanced features of Microsoft word 2010

Chapter-6:

Stepwise thinking

Chapter-7:

More about scratch

Chapter-8:

Microsoft PowerPoint 2010

Chapter-9:

The Internet- Web browser

- What is a network?
- What is Internet?
- History of Internet
- Internet terms
- Basic requirements for an Internet connection
- Web browser and its parts
- Best practices related to online safety