**INDIAN SCHOOL AL WADI AL KABIR**

**DEPARTMENT OF COMPUTER SCIENCE**

**ACADEMIC YEAR: 2017-2018:**

**April-Aug**

**CLASS: II**

|  |  |  |  |
| --- | --- | --- | --- |
| **Month** | **No. of periods** | **Topic** | **Activities** |
| **APRIL**  09-4-2017 – 30-04-2017 | 08 | Using the Keyboard (T)  Starting with Microsoft word.  typing – Enter Key / Caps Lock Key/Numeric Keyboard/arrow keys  Related image | Lab Exercise – Typing sentences given on the board by using different keys on the keyboard.    Page no. 88 – Activity on MS - word. |
| **MAY**  01-05-2017 – 25-05-2017 | 08 | Using the Mouse (T)  To use different tools in MS – Word, for Eg. Select Text/Bold text/underline text/change font/font size. Etc.  Image result for COMPUTER MOUSE LABEL | UNIT TEST 1  Test paper  Activity - Label the mouse (page :53) |
| **JULY**  24-07-2017 - 31-06-2017 | 02 | Revision – MS – Word |  |
| **AUGUST**  01-08-2017- 31-08-2017 | 08 | **Introduction to Paint** –  To get them familiarized with toolbox, color box & Menu bar etc.  Use of tools – line tool with options, rectangle, fill, color | Activity: draw the pictures using paint. (page no. 79) |