

ENGLISH

MO NTH	TOPIC / SYLLABUS	METHODOLOGY / ACTIVITIES	LEARNING OUTCOMES	WO RKI NG DAY S
APRI L	READER (FOCUS-4) • Butterfly Laughter (Poem) • Ch-8 Tom Paints the Fence GRAMMAR SCHOLAR • Ch-1 Subject and Predicate • Ch-2 Nouns • Ch-6 Collective Nouns • Ch-7 Abstract Nouns WRITING • Passage (Weavers Literature Book) • Formal Letter • Diary Entry • Paragraph Writing	• Model reading and read-aloud practice. • Poem recitation with rhythm, expression and rhyme-word identification. • Story sequencing using picture/sequence cards; role play of characters. • Oral comprehension: MCQs, True/False, short answers and gap filling. • Grammar concept maps, noun sorting games and worksheets. • Guided practice of letter, diary and paragraph formats. • Vocabulary building through dictionary work and sentence formation.	• Recite the poem with correct rhythm and expression. • Understand the story and answer text-based questions. • Identify subject and predicate and different kinds of nouns taught. • Use collective and abstract nouns correctly in sentences. • Improve vocabulary and comprehension. • Organise ideas and write a simple formal letter, diary entry and paragraph.	20

JUNE	REVISION • Revision of April portion. • Practice of reading, grammar and writing skills.	• Recap through oral questioning and interactive quizzes. • Revision worksheets and error-correction activities. • Reading fluency practice. • worksheets for grammar revision. • Short writing tasks and peer checking.	• Recall and apply previously taught concepts. • Improve reading fluency and comprehension. • Correct common grammar and writing errors.	8
JULY	READER (FOCUS-4) • Daisies (Poem) • Ch-5 The Turtle's Dome GRAMMAR SCHOLAR • Ch-3 Nouns: Singular and Plural • Ch-4 Countable and Uncountable Nouns • Ch-5 Nouns: Gender • Ch-9 Adjectives WRITING • Essay (Unknown) • Formal Letter • Passage (Weavers Literature Book) • Diary Entry • Paragraph Writing	• Picture talk and guided reading before the text. • Poem recitation; identify rhyming words and imagery. • Story reading in sections followed by comprehension checks. • Singular/plural sorting and countable/uncountable object activities. • Gender-change word cards and adjective picture-description activity. • Guided essay writing using prompts; practice formal formats. • Worksheets, pair activities and vocabulary games.	• Read and explain the poem and story in their own words. • Identify and use singular/plural forms accurately. • Distinguish countable and uncountable nouns. • Identify masculine, feminine, common and neuter gender where applicable. • Use suitable adjectives to describe people, places and things. • Write a guided essay, letter, diary entry and paragraph with proper organisation.	26

AUG UST	READER (FOCUS-4) • Ch-7 Sindbad's Voyage • Ch-10 The Rocket Women of India GRAMMAR SCHOLAR • Ch-11 Simple Present Tense • Ch-12 Present Continuous Tense • Ch-13 Simple Past Tense • Ch-14 Past Continuous Tense • Ch-15 Future Time • Ch-16 Future Continuous Tense WRITING • Essay (Unknown) • Formal Letter • Passage (Weavers Literature Book) • Paragraph Writing	• Model reading followed by section-wise comprehension peer correction I. • Story mapping and sequencing of events in Sindbad's voyage. • Discussion on courage, exploration, achievement and women in science. • Tense timelines and action-picture activities. • Sentence transformation and verb-form games. • Pair/group practice, worksheets and oral drills. • Guided writing and correction through peer review.	• Comprehend and retell important events from the chapters. • Develop curiosity, confidence and appreciation for achievement. • Identify and use the six prescribed tense forms in simple contexts. • Select appropriate verb forms according to time and situation. • Express ideas clearly in paragraphs and formal writing.	23
SEPT EMBER	REVISION MID TERM EXAMINATION			

OCT OBE R	READER (FOCUS-4) • Ch-3 Arachne GRAMMAR SCHOLAR • Ch-21 Sentences • Ch-8 Pronouns • Ch-17 Modals: Can and May	• Storytelling and guided reading of the chapter. • Character discussion and moral/value-based questions. • Sentence-building cards and rearrangement activities. • Pronoun replacement games and noun–pronoun matching. • Role-play situations using can/may. • Worksheets, oral drills and short written assessment.	• Understand and narrate the main events of Arachne. • Identify and construct meaningful sentences. • Recognise and use pronouns appropriately. • Use can and may to express ability, permission and possibility in simple contexts. • Develop vocabulary, speaking and reasoning skills.	20
NOV EMB ER	READER (FOCUS-4) • Ch-11 Out with the Goats GRAMMAR SCHOLAR • Ch-10 Articles • Ch-18 Adverbs • Ch-19 Prepositions WRITING • Poem Passage (Weavers Literature Book) • Essay (Unknown) • Informal Letter • Paragraph Writing	• Shared reading and oral comprehension. • Picture-based discussion and vocabulary exercises. • Article-a/an/the sorting activity. • Adverb action game and sentence enrichment. • Preposition treasure-hunt / classroom-object activity. • Guided practice of informal-letter and paragraph formats. • Worksheets and short class tests.	• Comprehend the chapter and answer questions independently. • Use articles correctly in simple sentences. • Identify and use common adverbs and prepositions. • Improve vocabulary and sentence construction. • Write an informal letter, essay and paragraph with appropriate structure.	20

DECEMBER	READER (FOCUS-4) • Ch-9 The Pied Piper of Hamelin • How the Little Kite Learned to Fly (Poem) GRAMMAR SCHOLAR • Ch-20 Conjunctions WRITING • Poem Passage (Weavers Literature Book) • Essay (Unknown) • Informal Letter • Paragraph Writing	• Expressive reading and storytelling. • Sequence cards for the story and prediction questions. • Poem recitation with rhythm and expression. • Identify rhyming words and discuss the poem's message. • Conjunction joining activity using sentence strips. • Guided writing, vocabulary building and peer review.	• Retell the story in logical sequence. • Recite and interpret the poem. • Identify rhyming words and understand the central idea. • Join words and sentences using suitable conjunctions. • Express ideas in an organised written form. • Strengthen vocabulary and comprehension.	16
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JAN UAR Y	READER (FOCUS-4) • Ch-12 Young Kalam • Ch-13 The Magic Pot GRAMMAR SCHOLAR • Ch-22 Punctuation WRITING • Poem Passage (Weavers Literature Book) • Essay (Unknown) • Informal Letter • Paragraph Writing	• Guided reading and discussion of important events and values. • Picture/word prompts for prediction and retelling. • Punctuation editing cards: capital letters, full stops, commas, question marks and other prescribed marks. • Dictation and sentence-correction practice. • Guided essay, informal-letter and paragraph writing. • Individual feedback and peer assessment.	• Understand and explain the main ideas of both chapters. • Develop appreciation for perseverance, learning and responsible choices. • Apply punctuation correctly in simple written sentences. • Edit sentences for basic punctuation errors. • Write coherent essays, letters and paragraphs with improved accuracy.	22
FEBR UAR Y	REVISION	FINAL-TERM EXAMINATION		

EVS

MONT H	TOPIC	METHODOLOGY / ACTIVITIES	LEARNING OUTCOMES	WOR KING DAYS
APRIL	Ch. 7 Food: Our Basic Needs Ch. 4 Animal Adaptatio ns	• Identify different nutrients and their sources. • Prepare a balanced-diet plate/chart. • Discuss healthy eating habits and food hygiene. • Observe examples of animal adaptations through pictures/videos. • Compare adaptations of animals living in different habitats.	• Students will understand the importance of food and nutrients for growth and health. • Students will learn the concept of a balanced diet and healthy food habits. • Students will understand how animals adapt to their surroundings and habitats.	13
JUNE	REVISION OF Ch. 7 AND Ch. 4 FOR PRE MID TERM	• Oral questioning and worksheet practice. • Concept maps and picture-based revision. • Quiz and activity-based assessment. • Recapitulation of key terms and concepts.	• Students will recall and reinforce concepts related to food, nutrition and animal adaptations. • Students will develop confidence for the Pre Mid Term assessment.	12
JULY	Ch. 1 The Green Plants Ch. 9 Clothes Ch. 5 Traits Among Family	• Label parts of a plant and discuss their functions. • Observe leaves, roots, flowers and seeds. • Demonstrate the need for clothes according to seasons and occupations. • Conduct a family-traits observation activity. • Discuss similarities and differences among family members.	• Students will identify major parts of plants and explain their functions. • Students will understand the importance and uses of different kinds of clothes. • Students will understand that some traits and features are shared among family members.	22

MONT H	TOPIC	METHODOLOGY / ACTIVITIES	LEARNING OUTCOMES	WOR KING DAYS
AUGU ST	Ch. 11 The Solar System Ch. 14 Solids, Liquids and Gases MAP POINTING : States of India – Uttar Pradesh, Rajasthan , Gujarat, Madhya Pradesh, Chhattisg arh, Odisha, West Bengal, Assam, Arunachal Pradesh, Kerala and Tamil Nadu	• Prepare a solar-system chart/model and identify planets. • Observe and classify materials as solids, liquids or gases. • Demonstrate changes of state through heating and cooling. • Locate and label the given Indian states on an outline map. • Use atlas/map activities for practice.	• Students will identify the Sun, planets and other major members of the solar system. • Students will distinguish between solids, liquids and gases and describe their basic properties. • Students will develop map-reading and location skills by identifying selected states of India.	15
SEPT EMBER	REVISION FOR MID TERM	• Recapitulation through worksheets, quizzes and oral questioning. • Revision of diagrams, activities, key terms and map work. • Practice papers and doubt-clearing sessions.	• Students will consolidate concepts covered during the first term. • Students will improve accuracy, recall and confidence for the Mid Term assessment.	—

MONT H	TOPIC	METHODOLOGY / ACTIVITIES	LEARNING OUTCOMES	WOR KING DAYS
NOVE MBER	Ch. 2 Plant Adaptatio ns Ch. 3 Animals and Their Young Ones	• Observe pictures/examples of plants from different habitats. • Compare adaptations in desert, aquatic and mountain plants. • Prepare charts showing animals and their young ones. • Discuss growth and life cycles through examples.	• Students will understand how plants adapt to different environments. • Students will identify animals and their young ones and understand basic patterns of growth and development.	13
DECE MBER	Ch. 10 Air, Water and Weather Ch. 13 Soil REVISION OF Ch. 2 AND Ch. 3 FOR POST MID TERM	• Perform simple activities to observe air and water around us. • Maintain a simple weather observation chart. • Discuss sources and uses of water and ways to conserve it. • Observe soil samples and compare their characteristics. • Revise plant adaptations and animal life stages through worksheets and quizzes.	• Students will understand the importance of air and water and relate weather changes to daily life. • Students will identify basic properties and uses of soil. • Students will reinforce concepts of plant adaptations and animals and their young ones.	20

MATHS

Month	Chapters/Topics	Methodology / Pedagogical Strategies	Learning Outcomes	No. of Periods
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April 2026	Chapter 1: Numbers	• Place-value charts and number cards • Indian and International place-value activities • Number comparison and ordering games • Expanded-form and Roman-numeral practice • Mental maths, worksheets, and guided practice	• Read and write numbers with 5 or more digits and state their sequence • Compare numbers with 5 or more digits • Expanded form, place value of digits • Write numbers in the Indian and International number system • Read and write the Roman numbers	10
July 2026	Chapter 2: Addition and Subtraction	• Place-value charts and column method • Hands-on regrouping using number cards/base-ten representations • Mental maths • Real-life story sums and problem-solving • Guided practice, worksheets, and peer learning	• Add and subtract 5- and 6-digits numbers, With and without regrouping • Apply the skills of addition and subtraction to solve story sums	12
	Chapter 3: Multiplication	• Arrays, equal groups, and multiplication grids • Tables and mental-maths activities • Place-value based written multiplication with regrouping • Distributive-property activities	• Understand multiplication as repeated addition and equal groups • Multiply 2-, 3- and 4-digit numbers by 1- and 2-digit numbers • Use multiplication facts and properties of multiplication	10

		• Real-life word problems and worksheets	• Apply multiplication to solve story sums	
August 2026	Chapter 4: Division	• Equal-sharing and grouping activities using concrete objects • Division facts and mental-maths practice • Step-by-step written division algorithm, verification of answers • Real-life word problems and guided worksheets	• Understand division as equal sharing and grouping • Divide numbers by 1- and 2-digit divisors • Identify dividend, divisor, quotient and remainder • Verify division using multiplication • Solve division-based story sums	10

	Chapter 5: Multiples and Factors	• Factor cards, arrays and number-grid activities • Skip-counting and multiples games • Factor-pair and prime/composite sorting activities • Puzzles, patterns and guided discovery • Practice worksheets and peer learning	• Find factors and multiples of numbers • Identify common factors and common multiples • Recognise prime and composite numbers • Use factor pairs and divisibility patterns to solve problems	8
	Chapter 11: Data and Graphs	• Class surveys and collection of real-life data • Tally marks and table-making activities	• Collect and organise simple data	4

		• Pictograph and bar-graph construction on grid paper • Group interpretation and questioning activities • Real-life data projects and worksheets	• Read and interpret tables, pictographs and bar graphs • Represent data using suitable scales and labels • Answer questions and draw conclusions from graphs	
September 2026	Revision for Mid-Term Examination	• Concept-wise revision worksheets • Mental maths and oral questioning • Mixed-topic practice and quizzes • Sample questions, peer assessment and feedback • Remedial teaching for identified learning gaps	• Revise and consolidate all concepts covered before the mid-term examination • Apply mathematical concepts accurately and independently • Identify and correct common errors • Practise competency-based and application questions	15

October	Chapter 6: Fractions	• Fraction strips, paper folding and shaded models • Number-line and visual representation activities • Comparison and equivalent-fraction tasks • Hands-on fraction games • Real-life situations and worksheets	• Recognise and represent fractions of a whole and a collection • Identify like and unlike fractions • Compare and order like fractions • Find equivalent fractions • Solve simple problems involving fractions	10
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November	Chapter 8: Measurement	• Hands-on measurement with rulers, scales and containers • Unit-conversion charts • Classroom measurement projects • Real-life measurement tasks • Problem-solving worksheets and group activities	• Measure and compare length, mass and capacity using standard units • Convert between related units of measurement • Read and interpret measurements in real-life situations • Add and subtract measurements in simple problems	12
	Chapter 10: Geometry	• Hands-on shape sorting and classification • Rulers, protractors, and paper-folding activities • Drawing and construction tasks • Art-integrated and collaborative geometry activities	• Identify and classify basic geometrical shapes, polygons, and types of polygons • Recognise lines, line segments and rays • Perimeter of quadrilaterals • Formation of solid shapes • Circle, properties of a circle, its radius and diameter • Explore symmetry and geometrical patterns	8
December	Chapter 7: Money	• Mock-shop and role-play activities • Currency notes, coins, and price-tag activities • Mental calculation and written practice • Shopping and budgeting situations	• Read and write amounts of money using rupees and paise • Convert between rupees and paise • Add, subtract, multiply, and divide amounts of money • Solve shopping, budgeting, and change-related problems	7

		Real-life money word problems		
January	Chapter 9: Time	- Clock-model and timecard activities - Timetable and calendar-based tasks - Daily-routine and schedule activities - Real-life word problems and worksheets	- Read time to the nearest 8 minute and use a.m. and p.m. - Convert between hours and minutes - Read and interpret calendars and schedules - Find duration and solve time-based problems	8
February	Revision for Final Examination	- Comprehensive revision worksheets - Mixed-topic quizzes and mental-maths practice - Competency-based questions and sample papers - Error analysis and peer assessment - Remedial support and individual feedback	- Revise and consolidate all concepts covered during the academic year - Apply mathematical concepts to competency-based and real-life situations - Develop accuracy, speed and mathematical reasoning - Practise independently for the final examination	16

HINDI

MONT H	TOPIC	METHODOLOGY / ACTIVITIES	LEARNING OUTCOMES	WORKI NG DAYS
अप्रैल	पाठ 1 – प्रार्थना (कविता) पाठ 8 – परीक्षा व्याकरण – संज्ञा, पर्यायवाची शब्द	- कविता का सस्वर वाचन एवं भावार्थ समझाना। - पाठ का आदर्श वाचन एवं प्रश्नोत्तर। - संज्ञा की पहचान के लिए उदाहरण एवं गतिविधियाँ।	- विद्यार्थी कविता का भाव समझकर वाचन कर सकेंगे। - पाठ के मुख्य विचार को समझकर उत्तर दे सकेंगे।	19

		पर्यायवाची शब्दों का अभ्यास।	संज्ञा एवं पर्यायवाची शब्दों की पहचान कर सकेंगे।	
जून	पाठ्यक्रम की पुनरावृत्ति	प्रश्नोत्तर, मौखिक अभ्यास, कार्यपत्रक एवं अभ्यास-पत्र द्वारा पुनरावृत्ति।	विद्यार्थी पूर्व में पढ़ाए गए पाठों एवं व्याकरण की अवधारणाओं को दोहरा सकेंगे तथा प्रश्नों को हल कर सकेंगे।	12
जुलाई	पाठ 2 – मधुर वचन पाठ 6 – माटकर करोड़ व्याकरण – सर्वनाम, क्रिया, लिंग, वचन, वाक्यांशों के लिए एक शब्द, गिनती 1-40, मुहावरे	- पाठों का आदर्श वाचन एवं चर्चा। - व्याकरण के उदाहरण एवं अभ्यास। - गिनती 1-40 का लिखित व मौखिक अभ्यास। - मुहावरों का वाक्य-प्रयोग। - निबंध लेखन एवं चित्र-वर्णन।	- विद्यार्थी मधुर वचन का महत्व समझेंगे। - माटकर करोड़ के जीवन से परिचित होंगे। - सर्वनाम, क्रिया, लिंग व वचन का सही प्रयोग कर सकेंगे। - गिनती 1-40 लिख एवं पढ़ सकेंगे। - सरल निबंध लिख सकेंगे।	25
अगस्त	पाठ 7 – अपनी-अपनी समझ व्याकरण – प्रत्यय, औपचारिक पत्र, अपठित गद्यांश, निबंध	- पाठ का वाचन एवं चर्चा। - शब्दों में प्रत्यय की पहचान की गतिविधि। - औपचारिक पत्र का प्रारूप समझाना। - अपठित गद्यांश के माध्यम से पठन-बोध का अभ्यास।	- विद्यार्थी पाठ के भाव एवं संदेश को समझ सकेंगे। - प्रत्यय की पहचान एवं प्रयोग कर सकेंगे। - औपचारिक पत्र लिख सकेंगे। - अपठित गद्यांश पढ़कर उत्तर दे सकेंगे।	18
सितंबर	पुनरावृत्ति + मिड टर्म परीक्षा	- पूरे सत्र में पढ़ाए गए पाठ एवं व्याकरण की पुनरावृत्ति। - अभ्यास-पत्र एवं मॉडल प्रश्नपत्र।	विद्यार्थी पाठ्यक्रम की पुनरावृत्ति कर परीक्षा के लिए तैयार होंगे तथा सीखी हुई व्याकरण अवधारणाओं का प्रयोग कर सकेंगे।	10

अक्टूबर	पाठ 10 – है शौक यही, अरमान यही व्याकरण – विराम चिन्ह, गिनती 41–80, निबंध	• कविता/पाठ का सस्वर वाचन एवं भावार्थ। • विराम चिन्हों की पहचान एवं वाक्य निर्माण। • गिनती 41–80 का मौखिक व लिखित अभ्यास। • निबंध लेखन एवं सुधारात्मक अभ्यास।	• विद्यार्थी पाठ का भाव समझ सकेंगे। • विभिन्न विराम चिन्हों का उचित प्रयोग कर सकेंगे। • 41–80 तक गिनती लिख एवं पढ़ सकेंगे। • निबंध लिख सकेंगे।	17
नवंबर	पाठ 11 – रबड़ी की कहानी पाठ 12 – छत्र से दोस्ती पाठ 14 – सर्वाधिक मूर्ख व्याकरण – विशेषण, उपसर्ग, काल, मुहावरे, पर्यायवाची, अपठित गद्यांश, निबंध	• पाठों का आदर्श वाचन एवं चर्चा। • विशेषण एवं उपसर्ग की पहचान की गतिविधि। • काल परिवर्तन का अभ्यास। • मुहावरों का वाक्य-प्रयोग। • अनौपचारिक पत्र एवं निबंध लेखन।	• विद्यार्थी कहानियों से मिलने वाली सीख को समझ सकेंगे। • विशेषण, उपसर्ग एवं काल का उचित प्रयोग कर सकेंगे। • मुहावरों का अर्थ एवं प्रयोग समझेंगे। • अनौपचारिक पत्र एवं निबंध लिख सकेंगे।	18
दिसंबर	पाठ 17 – पोंगल पाठ 18 – शिवाजी का अभिमान व्याकरण – कारक, लिंग, वचन, अपठित गद्यांश, निबंध	• पाठ वाचन, त्योहार एवं सांस्कृतिक चर्चा। • कारक चिन्हों की पहचान एवं वाक्य निर्माण। • लिंग व वचन परिवर्तन का अभ्यास। • अपठित गद्यांश एवं निबंध लेखन।	• विद्यार्थी पोंगल पर्व एवं भारतीय संस्कृति से परिचित होंगे। • शिवाजी के चरित्र से क्षमा एवं मानवीय मूल्यों की सीख प्राप्त करेंगे। • कारक, लिंग एवं वचन का सही प्रयोग कर सकेंगे।	17
जनवरी	पाठ 19 – उठो धरा के अमर सपूतों व्याकरण – वाक्यांशों के लिए एक शब्द, समुच्चयबोधक, निबंध	• कविता का सस्वर वाचन एवं भावार्थ। • देशभक्ति से संबंधित चर्चा। • वाक्यांशों के लिए एक शब्द का अभ्यास। • समुच्चयबोधक शब्दों द्वारा वाक्य निर्माण। • निबंध लेखन।	• विद्यार्थी देशभक्ति एवं राष्ट्रप्रेम की भावना को समझ सकेंगे। • वाक्यांशों के लिए एक शब्द का प्रयोग कर सकेंगे। • समुच्चयबोधक शब्दों का उचित प्रयोग कर सकेंगे। • सरल रूप से निबंध लिख सकेंगे।	20

फरवरी	पुनरावृत्ति + फाइनल टर्म परीक्षा	• संपूर्ण पाठ्यक्रम की पुनरावृत्ति। • अभ्यास-पत्र, मॉडल पेपर एवं मौखिक प्रश्नोत्तर। • शंका-समाधान।	• विद्यार्थी संपूर्ण पाठ्यक्रम को दोहरा सकेंगे तथा वार्षिक परीक्षा में भाषा एवं व्याकरण संबंधी अवधारणाओं का प्रभावी प्रयोग कर सकेंगे।	—
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COMPUTER

COMPUTER CLASS – 4

MONTH	TOPIC	METHODOLOGY/ACTIVITIES	LEARNING OUTCOMES	WORKING DAYS
APRIL	Ch – 1 Input and Output Devices	• Explain Differentiate between input devices and output devices. • Explain the basic Input-Process-Output (I-P-O) cycle using everyday examples. • Draw a working cycle of computer.	• Differentiate between input devices (sending data <i>in</i>) and output devices (getting information <i>out</i>). • Identify the basic Input-Process-Output (I-P-O) cycle using everyday examples. • Student will create a diagram of CPU working cycle.	12
JUNE	Ch – 2 Memory and Storage	• Explain that Primary Memory (RAM) and Secondary Storage (Hard Disk) • Show picture of different storage devices. • Explain the diagram of 'Memory size'.	• Students can Differentiate between Internal and External memory. • Identify Hard Disk, RAM, Flash Drive, CD, DVD. • Measure Data using basic digital units, Bits, Bytes, Kilobytes (KB),	12

		• Draw a flow chart on 'Types of Memory' in MS Word.	Megabytes (MB), and Gigabytes (GB). • Students will draw flow chart on 'Types of Memory'.	
JULY	Ch – 3 Working with Windows 7	• Explain that an Operating System (OS) and components of Windows 7. • Teacher will explain Files/ Folders and their operations. • Change the Desktop background and create one Folder on desktop.	• Students are able to identify the components of the Windows 7 - Desktop, Icons, Taskbar, and Start Button. • Students are able to creating, renaming, moving, and deleting Files and Folders. • Students will change the wallpaper and create a Folder and files.	12
AUGUST	Ch – 4 Tux Paint	• Explain Tux Paint is an automated art studio packed with ready-made sounds, stamps, and magic effects. • Explain different effects such as Drip Magic, Edges, Foam, Grass, Rainbow, Real Rainbow, Noise, Smudge, Waves and Wavelet effects. • Create a beautiful 'River Scenery' in Tux Paint using different effects.	• Students will identify various tools of Tux Paint – Shapes, Lines and New tool. • Student are able to use different effects with the use of tools. • Students will create a be beautiful 'River Scenery'.	9
SEPTEMBER	REVISION FOR MID TERM			
OCTOBER	Ch – 5 Editing Text in MS Word 2010	• Define Editing as the process of making changes to an existing document (inserting, deleting, copying, or moving text).	• Apply Editing Commands like Cut, Copy, Paste, Undo, and Redo.	12

	Ch – 6 Formatting a Document	•Fix Mistakes using the Backspace and Delete keys, alongside the basic Spell Check tool. •Create a document and use Spell check option. • Define Formatting as changing the appearance of a document to make it look neat, organized, and attractive. •Modify Text, Text Alignment to position text across the page, Apply Highlights and Case Changes tool. •Create a beautiful greeting card wishing your mother 'Happy Mother's Day'.	•While typing students can use different editing options. •Students created a document without any spell error. •Changing the Font Type, Font Size, Font Color, and styles like Bold (B), <i>Italic (I)</i>, and Underline (U). •Adjust Text Alignment using Left, Centre, Right, and Justify alignment options, apply Highlights and Case Changes tool. •Students will make a greeting card using formatting operations.	
NOVEMBER	Ch – 7 Coding with Scratch Jr	• Explain that Scratch Jr blocks each color has a special code to work. • Understanding algorithms and step-by-step logic. • Color-coded blocks to create simple animations.	• Group the blocks by color categories to help students locate them instantly. • Understand that programming means giving a step-by-step sequence of instructions to a computer. • Making a sprite move, jump, or change size. • Students will create the scenes using	9

		• Create the scenes using different sprites and animations.	different sprites and animations.	
DECEMBER	Ch -8 Microsoft PowerPoint 2010	• Define a Presentation as a structured collection of digital Slides used to share ideas, stories, or information. • Create Slides by inserting new slides, choosing layout templates, and typing text into placeholders. • Explain to Run a Slide Show using the F5 shortcut key or the Slide Show view button to present full screen.	• Identify the Quick Access Toolbar, Ribbon, Slide Pane, and Status Bar. • Create and Edit Slides by inserting slides, choosing templates, and typing text. • Run a Slide Show full screen mode.	9
JANUARY	Ch – 9 Internet	• Define the Internet simply as a massive, worldwide network connecting millions of computers together to share information. • Navigate a Web Browser to locate the Address Bar, search tools, and basic navigation buttons (Back, Forward, Refresh).	• Identify Basic Terms including Web Page (an online page), Website (a collection of related pages), and the WWW (World Wide Web). • Practise Online Safety by understanding rules like never sharing personal passwords or chatting with strangers.	12
FEBRUARY	REVISION FOR FINAL TERM			