

CAMBRIDGE INTERNATIONAL SCHOOL, MOHAL KULLU
CURRICULUM
SESSION 2020-21
COMPUTER- VI

	March	April	May	June
Content	Computer Language	Tables In word Mail Merge In word	Formula and Function in excel	Enhancing a presentation
Outcomes	<ul style="list-style-type: none"> • Familiarizing with the terms: - <ul style="list-style-type: none"> – Programming languages. – Low- and high-level language. – Computer processors. 	<ul style="list-style-type: none"> • Comprehend ways to insert a table, resize tables using handles, changing the appearance of table, adding/deleting row and columns, merging and splitting rows and columns. • Familiarizing with Mail merge and its need. • Enabling the learner to: - <ul style="list-style-type: none"> – Perform steps to mail merge. 	<ul style="list-style-type: none"> • Enabling the learner to: - <ul style="list-style-type: none"> – Type the formula using different methods. – Use range and text in formula – Define cell reference and its types. – Use inbuilt mathematical functions. 	<ul style="list-style-type: none"> • Enabling the learner to: - <ul style="list-style-type: none"> – Insert and edit smart art in a slide. – Insert audio and video clips. – Insert action button and print a presentation.

	August	September	October	October-November
Content	Introduction to MS Access	Advanced topic in MS Access	Internet Services	Computer Crime, Ethics and Security.
Learning Outcomes	<ul style="list-style-type: none"> • Comprehending the concept of database. • Enabling the learner to open MS Access. • Enabling the learner to create/ modify Tables and views. 	<ul style="list-style-type: none"> • Enabling the learner to: - <ul style="list-style-type: none"> – Identify the design view of the table. – Create and running queries. – Create forms for the table. – Generate report for the table. 	<ul style="list-style-type: none"> • Comprehending Ecommerce. • Familiarizing with the features and applications of ecommerce. 	<ul style="list-style-type: none"> • Familiarizing with: - <ul style="list-style-type: none"> – Advantages and disadvantages of using Internet. – Computer ethics and various unethical practices. – Various safety measures to be used while using internet. • Recapitulation of all the chapters, doubt clearing, Oral tests, Live practical by students by screen sharing.
Activities/Assessments/Video links	<p>Activity: -Creating a Table and performing various operations like deleting and adding rows and columns.</p> <p>Activity: - Changing the views of the table.</p> <p>Assessment: -Google form</p>	<p>Activity: - Creating a Query according to the given criteria.</p> <p>Activity: - Creating a query according to the given criteria.</p> <p>Assessment: -Google form</p>	<p>Activity: - Make a PowerPoint presentation on the topic – “E-Commerce”.</p> <p>Assessment: -Google form</p>	<p>Activity: - Solving a puzzle with the help of the given clues.</p> <p>Assessment: - Google form</p>