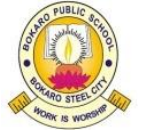


# BOKARO PUBLIC SCHOOL

Affiliated to CBSE, New Delhi, Upto +2 Level  
SECTOR-3/C, BOKARO STEEL CITY -827003

## SYLLABUS 2026-2027



Sub Teacher: Mrs. Shweta Arya

Sub: Computer

CLASS: 6

S. No.	Month	W/D	Lesson Structures	Activity
1	April	20	<b>Chapter – 1 , Tables in MS Word 2016</b> <ul style="list-style-type: none"><li>- Inserting Data in a Table</li><li>- modifying a table</li><li>- Changing the design and layout of table</li><li>- Split and Merge cells</li><li>- Inserting pictures in a Table</li></ul>	<ul style="list-style-type: none"><li>- Create the table with the help of the different methods.</li><li>- Create a <b>list of students of 10 students</b> in the class with Roll, Name, Class and Section.</li><li>- Insert the row, column in the existing table.</li><li>- Create the <b>time- table of the class</b>.</li></ul>
2	May	06	<b>Chapter – 2 , Mail Merge in MS Word 2016</b> <ul style="list-style-type: none"><li>- Typing of documents in Mail Merge</li><li>- Advantages and Disadvantages of using Mail Merge.</li><li>- Main Document in Mail Merge</li><li>- Step by Step Mail Merge</li><li>- Saving a Merged Document</li></ul>	<ul style="list-style-type: none"><li>- Create the main document.</li><li>- Create the data source.</li><li>- Create the merged document.</li><li>- Make an <b>Invitation letter</b> for friends inviting them for the birthday party for five friends using the concept of mail merge.</li></ul>
3	June	11	<b>Chapter – 9 , Introduction to Artificial Intelligence</b> <ul style="list-style-type: none"><li>- Introduction</li><li>- History and evolution of artificial intelligence</li><li>- Advantages and disadvantages of AI</li></ul>	<ul style="list-style-type: none"><li>- Create the timeline of the history of Artificial Intelligence on a chart paper.</li><li>-</li></ul>
4	July	23	<b>Chapter – 3 , Animating a Presentation</b> <ul style="list-style-type: none"><li>- Introduction to animation and Power Point Presentation</li><li>- Understanding the MS Power Point 2016 software.</li><li>- Adding and removing the slides.</li><li>- Different types of views in Power Point Presentation.</li><li>- Slide Show Options</li></ul>	<ul style="list-style-type: none"><li>- Introduction to the MS Power Point software.</li><li>- Create the power point presentation on the topic "<b>India – My Country</b>." Using the help of 5 slides.</li></ul> <p>Create the power point presentation on the topic "<b>My School</b>." Use different animations and slide design option in creation it.</p>
5	Aug	19	<b>Chapter – 6 , Image Editing in GIMP</b> <ul style="list-style-type: none"><li>- Introduction to Image editing software.</li><li>- Features of GIMP</li><li>- GIMP interface and toolbox</li><li>- Selection Tools</li><li>- Opening an Image and Transform tools.</li><li>- Saving the image in GIMP.</li></ul>	<ul style="list-style-type: none"><li>- Introduction to GIMPS software.</li><li>- GIMPS Toolbox.</li><li>- Selection Tools.</li><li>- Image editing using the various selection and transform tools.</li><li>- Using different shape tools in GIMPS.</li></ul>

6	Sep	19	<b>Revision+ Half Yearly Exam</b>	
7	Oct	14	<b>Chapter – 4 , Formulas and Functions in Excel 2016</b> <ul style="list-style-type: none"> <li>- Introduction to Formulas, Creating numeric and text formulas.</li> <li>- Cell range</li> <li>- Naming a Range</li> <li>- Cell referencing – Relative ,Absolute and mixed Cell referencing</li> <li>- Functions Copying the content</li> <li>- Error messages in Excel 2016</li> </ul>	<ul style="list-style-type: none"> <li>- Use of basic and compound formulas in the worksheet.</li> <li>- Create the record of students of the class and prepare the mark sheet using formula and functions.</li> <li>- Use of different functions: <b>SUM, AVERAGE, MAX, MIN, COUNT, TODAY.</b></li> </ul>
8	Nov	16	<b>Chapter – 7 , Cloud Computing</b> <ul style="list-style-type: none"> <li>- Introduction to cloud computing</li> <li>- Characteristics of cloud computing</li> <li>- Advantages and disadvantages of cloud computing</li> <li>- Types of Clouds</li> <li>- Google Drive and its features.</li> </ul>	<ul style="list-style-type: none"> <li>- Prepare the PowerPoint presentation on the topic “Cloud Computing.” Including its definitions, types and its advantages and disadvantages.</li> </ul>
9	Dec	18	<b>Chapter – 5 , Introduction to Python</b> <ul style="list-style-type: none"> <li>- Introduction to programming languages.</li> <li>- Python and its Features.</li> <li>- Applications of Python.</li> <li>- Python IDLE and Working with python.</li> </ul>	<ul style="list-style-type: none"> <li>- Python program to display ‘<b>welcome message</b>’ .</li> <li>- Python code to display the ‘<b>result of an equation</b>’ .</li> <li>- Python code to display the ‘<b>pattern</b>’ .</li> <li>- Python code to calculate the <b>sum, difference and product</b> of given values.</li> </ul>
10	Jan	17	<b>Chapter – 8 , Computer Virus</b> <ul style="list-style-type: none"> <li>- Introduction to computer virus.</li> <li>- Types of virus and their characteristics</li> <li>- Precautions taken to prevent it.</li> </ul>	<ul style="list-style-type: none"> <li>- Prepare the chart paper on the various types of virus and antivirus software.</li> </ul>
11	Feb	19	<b>Revision + Annual Exam</b>	

**Prescribed Book : ‘Game Changer’ by Survi Books International**

**Teacher Name : Mrs. Shweta Arya**