

INTERNATIONAL INDIAN PUBLIC SCHOOL – RIYADH

Subject: Computer Science

Grade: IV

I Term Plan [07 April to 21 October 2021]

Sr. No	Week	Chapter	Class Work	Practical
1	07/04 to 08/04	Chapter 1 How a Computer Works	How a computer Works, Computer System	Logo – Logo, Logo Primitives
2	11/04 to 15/04	Chapter 1 How a Computer Works	Input device, Output device, Processing device	Logo – Colors in Logo, Repeat Command
3	18/04 to 22/04	Chapter 1 How a Computer Works Text book activity & Worksheets Logo – Nested Repeat Command, Label Command		
4	25/04 to 29/04	Chapter 7 Commands in Logo	Logo introduction, Logo Primitives, Colors in Logo	Logo - Upper & Lower Case Command
5	02/05 to 17/05	Ramadan Holidays		
6	18/05 to 20/05	Chapter 7 Commands in Logo	Repeat Command, Nested Repeat Command, Label Command	Logo Practical Worksheet
7	23/05 to 27/05	Chapter 7 Commands in Logo	Lowercase & Uppercase Command + Text book Activity	Logo Practical Revision Worksheet
8	30/05 to 03/06	Chapter 7 Commands in Logo	Text book activity & Worksheets	oral Test
9	06/06 to 10/06	Chapter 8 Internet	What is internet, Uses of Internet, Requirements of Internet Connection	Internet
10	13/06 to 17/06	Chapter 8 Introduction to Internet	Internet terms, connecting to Internet, Browsing Internet, Components of Internet Explorer	Internet
11	20/06 to 24/06	Chapter 8 Introduction to Internet	Search engine, Text book activity & Worksheets + Revision	Typing Class
12	27/06 to 01/07	Chapter 3 Working with Windows7	What is windows, Display properties, Resizing & arranging open windows	OS Windows 7 – Display Properties, Resizing & Arranging open Windows, File & Folder
13	04/07 to 08/07	Pre Mid Term / Class Test –I Assessment (4 to 11 July 2021)		
14	11/07 to 14/07	Chapter 3 Working with Windows7	File and folder, Libraries, Windows explorer, Windows accessories	OS Windows 7 – Libraries, Windows explorer, Windows accessories, Shortcut icon and desktop gadgets
15	15/07/2021	PTM		
16	18/07 to 09/09	Summer Holidays		
17	12/09 to 16/09	Chapter 3 Working with Windows7	Shortcut Icon, Desktop gadget, Text book activity	Editing in MSWord 2010– Creating a new document, Opening a saved document

Sr. No	Week	Chapter	Class Work	Practical
18	19/09 to 23/09	Chapter 4 Editing in MS Word	Features of MS Word, Creating a new doc & Opening saved doc, Entering text	Editing in MSWord 2010 – Selecting and editing text, Undo and Redo commands
19	26/09 to 30/09	Chapter 4 Editing in MS Word	Selecting & editing text, Using Undo & Redo Commands, Using grammar and spell check	Typing Class
20	03/10 to 07/10	Mid Term / Term End Assessment-I		
21	10/10 to 14/10			
22	17/10 to 21/10	Non-Instructional Days (Report Card Day 21 October 2021)		

Teacher's Name

Teacher's Sign

II Term Plan [24 October 2021 to 31 March 2022]

Sr. No	Week	Chapter	Class Work	Home Work
1	24/10 to 28/10	Chapter 4 Editing in MS Word	Find & replace command + Text book Activity	Editing in MSWord 2010 - Grammar and Spell Check, Find and replace command
2	31/10 to 04/11	Chapter 4 Editing in MS Word	Text book activity & Worksheets	Practical test
3	07/11 to 11/11	Chapter 5 Formatting in MS Word	Format of text using font group	Formatting in MSWord – Format of text using font group
4	14/11 to 18/11	Chapter 5 Formatting in MS Word	Format of text using paragraph group	Formatting in MSWord – Format of text using paragraph group
5	21/11 to 25/11	Chapter 5 Formatting in MS Word	Mini Toolbar + Text book Activity	Story Time
6	28/11 to 02/12	Chapter 5 Formatting in MS Word	Text book activity & Worksheets	Formatting in MSWord - Mini toolbar
7	05/12 to 09/12	Chapter 6 Introduction to MS PowerPoint	Presentation, Starting MS PowerPoint, Components of MS PowerPoint, Creating new Presentation	Worksheet
8	12/12 to 16/12	Chapter 6 Introduction to MS PowerPoint	Adding new slide, Adding a text box, Adding pictures, Inserting slide no	Worksheet
9	19/12 to 23/12	Chapter 6	Deleting a slide,	

Sr. No	Week	Chapter	Class Work	Home Work
		Introduction to MS PowerPoint	Viewing a slide, Saving & Opening slide, Exiting Powerpoint	Practical Check
10	26/12 to 30/12	Chapter 2 Memory and Storage	Bits and bytes, Primary or internal memory	PowerPoint – Adding a new slid, Text box, Picture
11	02/01 to 06/01	Chapter 2 Memory and Storage	Secondary or external memory	PowerPoint – Inserting slide number, deleting a slide, viewing a slide show
12	09/01 to 13/01	Post Mid Term / Class Test – II Assessment (9 to 16 January 2022)		
13	16/01 to 20/01	Chapter 2 Memory and Storage	Text book activity & Worksheets	PowerPoint – Saving, Opening and Exiting PowerPoint
14	23/01 to 27/01	Computer Theory	Revision	Power Point Assignment
15	30/01 to 03/02	Computer Theory	Revision + Worksheet	Power Point Assignment
16	06/02 to 10/02	Computer Theory	Revision + Worksheet	MS Word Worksheet
17	13/02 to 17/02	Computer Theory	Revision + Worksheet	
18	20/02 to 24/02	Auxiliary Term End Assessment (20 to 23 February 2022)		
19	27/02 to 03/03	TYPING CLASSES		
20	06/03 to 10/03			
21	13/03 to 17/03	Annual Examination (13 to 24 March 2022)		
22	20/03 to 24/03			
23	27/03 to 31/03	Non-Instructional Days (Report Card Day 31 March 2022)		

Mrs.Farhat Begum
Teacher's Name

Teacher's Sign