

YEAR PLAN 2018 –2019
Grade II COMPUTER APPLICATIONS

The academic year is divided into **two** sessions

Session One: June 2018 to October 2019

Session Two: November 2018 to March 2019

Continuous assessments: July, August, December, January, February

Summative Assessment I: October 2018

Summative Assessment II: March 2019

AIM: To navigate the students effortlessly through the 'Learning by Doing' process and motivate them to explore, analyse and synthesise knowledge over computers in an effective manner.

SPECIFIC LEARNING OBJECTIVE: A computer is an electronic man-made machine which carries out tasks according to the inputs and instructions given by human beings.

Projects/ Field trips: MS Paint - Make a poster using different tools in MS Paint.

Session One – JUNE 2018 TO OCTOBER 2018

Duration	Topics	Specific Learning Objectives	Activities	Resources
June	Computer – An Electronic Device	<ul style="list-style-type: none"> To learn the concept of Input, Process and Output through examples from daily life. To learn about the features of a computer. 	<ul style="list-style-type: none"> Circle Time - Sharing information about features of computers. Multimedia Presentation I-P-O Cycle 	<ul style="list-style-type: none"> Flash Cards Multimedia Presentation Animated programs and videos related to the topic Computer/IWB with software presentation and internet facility Interactive class discussions Visual Charts Group Discussions – Circle Time Worksheets Show demo/pictures using internet Computer system /IWB with software www.computerkids.com www.technokids.com www.smartkidssoftware.com
July	Role Of Computer	<ul style="list-style-type: none"> To learn about various uses of computers in daily life. To understand how the use of computers at different places make our life easier and more convenient. 	<ul style="list-style-type: none"> Circle time –Discussing the use of computers in our daily lives. Encouraging students to identify/suggest places to visit where computers are used. Sharing experiences of students related to computers. 	
August	Input and Output Devices	<ul style="list-style-type: none"> To learn about types of hardware. To learn about the input, output & storage devices connected to a computer. 	<ul style="list-style-type: none"> Multimedia Presentation – Types Of Hardware Multimedia Presentation – Input, Output & Storage Devices Draw/stick pictures of different types of input, output & storage devices in the notebook. Scrap Book Work Hands-on activity through worksheets and 	

			quiz.	
September	Mouse – An Input Device	<ul style="list-style-type: none"> To identify different parts of a mouse. To learn about different types of mouse actions. To identify different types of mouse. 	<ul style="list-style-type: none"> Lab Exercises – Demonstrating the four mouse actions. Conducting Hands-on activity through the individual usage of the mouse. Scrap Book Work Multimedia Presentation – Types Of Mouse 	
October	Introduction To Paint	<ul style="list-style-type: none"> To learn about shape tools in MS Paint Window and their uses. To open, minimize, maximize and close the Paint window. 	<ul style="list-style-type: none"> Lab Exercises – Identifying the tools in the window and using them to draw pictures. Project Scrap Book Work 	

Session Two - NOVEMBER 2018 TO MARCH 2019

Projects/ Field trips: Notepad- Type four lines of an English poem which you have learnt.

November	Keyboard – Special keys	<ul style="list-style-type: none"> To identify and locate alphanumeric and special keys on a keyboard and their functions. 	<ul style="list-style-type: none"> Lab Exercises – Identifying keys on the keyboard and use them. Scrap Book Work Hands-on activity through worksheets. 	<ul style="list-style-type: none"> Flash Cards Multimedia Presentation Animated programs and videos related to the topic Computer/IWB with software presentation and internet facility Interactive class discussions Visual Charts Group Discussions – Circle Time Worksheets Show demo/pictures using internet Computer system /IWB with software www.computerkids.com www.technokids.com www.smartkidssoftware.com
December & January	Notepad	<ul style="list-style-type: none"> To learn about parts of a Notepad window. To open, type and save a document in Notepad. 	<ul style="list-style-type: none"> Lab Exercises - Learning to type and format the text. Scrap Book Work Hands-on activity through worksheets. Project 	
February	File Management – An Introduction	<ul style="list-style-type: none"> To create & organise folders on a computer. To save different types of files in folders. 	<ul style="list-style-type: none"> Lab Exercises Multimedia Presentation – File Management Multimedia Presentation – Types Of Icons Scrap Book Work 	