

**YEAR PLAN 2018– 2019**

**GRADE: VI COMPUTER APPLICATIONS**

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

**Session One:** June 2018 to October 2018

**Session Two:** November 2018 to March 2019

**Continuous Assessments:** July, August, December, January, February

**Summative Assessment I:** October 2018

**Summative Assessment II:** March 2019

Please check the **Index Page** in the notebooks for Continuous Assessment marks.

**AIM:**

- To become competent, confident, responsible and critical user of technology.
- To develop the appropriate social skills that are essential for co-operative and collaborative learning.
- To take ownership of their own learning.
- To acquire knowledge and skills in using Information and Communications Technology (ICT) to accomplish tasks, communicate, and facilitate activities.
- To develop awareness in regard to the developments and emerging issues concerning computing and society;
- To develop critical and analytical thinking skills for practical solutions.
- To develop creative skills for problem solving.

**Enduring Understanding:**

Technology must be effectively used to simplify day to day processes, yet we must be aware that computers are not indispensable.

**Objectives:**

- Understand the fundamental operations of a computer and its peripherals.
- Design different types of documents using Word processing software.
- Make presentations with text, pictures, animations, sound and other special effects.
- Organize data using MS Excel and to edit and format contents of a worksheet.
- Learn programming using HTML and Scratch Programming
- Explore Internet and its applications with netiquette.

**Project: Presentation on Theme**

**Session One: June 2018 – October 2018**

<b>Duration</b>	<b>Topics</b>	<b>Specific Learning Objectives</b>	<b>Activities</b>	<b>Life Skills</b>
June	1. Categories of Computer and Computer Languages	Learn about <ul style="list-style-type: none"> <li>• classify computers into different categories;</li> <li>• differentiate between computers on the basis of RAM size, Storage capacity, CPU speed, etc.;</li> <li>• describe a Computer Language.</li> <li>• explain the evolution of computer languages with their features;</li> <li>• differentiate between different computer languages;</li> <li>• explain the importance of 4GLs</li> <li>• explain the working of translators by differentiating between an interpreter and compiler.</li> </ul>	<ul style="list-style-type: none"> <li>• Exercises from the text book.</li> <li>• Revisiting and reviewing children’s previous learning and building on their experiences.</li> <li>• Revising the basic features of a computer with children.</li> <li>• Questioning children to identify various types of computers observed in their surroundings.</li> <li>• Discussing with children different categories of computers</li> <li>• Explaining computer languages</li> <li>• Discussing and explaining the evolution of computer languages.</li> <li>• Demonstrating the working of a Translator and its types.</li> <li>• Presentations/ Videos and worksheets</li> <li>• Refer websites :</li> </ul>	General Awareness and Collaborative learning  Online: <ul style="list-style-type: none"> <li>• <a href="http://www.code.org">www.code.org</a></li> <li>• <a href="https://quizlet.com/21833/computer-7-types-of-computers-flash-cards/">https://quizlet.com/21833/computer-7-types-of-computers-flash-cards/</a></li> <li>•</li> </ul>

June/July	2. File Management- Organisation of Data	<ul style="list-style-type: none"> <li>• move/copy data from one drive to another drive;</li> <li>• move/copy data between storage devices (pen drive, CD hard disc);</li> <li>• use two or more applications at the same time;</li> <li>• search files and folders;</li> <li>• compare different file formats.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrating with an example of listening to music while searching for information on Internet.</li> <li>• Explaining the difference between wild card characters by using a games like a puzzle.</li> <li>• Correlating the file extensions with the type of file</li> <li>• Lab work</li> </ul>	<p>Organization skills Online:</p> <ul style="list-style-type: none"> <li>• <a href="https://libraries.mit.edu/data/management/files/2014/05/FileOrg_20160121.pdf">https://libraries.mit.edu/data/management/files/2014/05/FileOrg_20160121.pdf</a></li> </ul>
June/July	3. Word Processor – Tabular Presentation	<p>Learn about</p> <ul style="list-style-type: none"> <li>• define table;</li> <li>• create a table and enter data in the table;</li> <li>• edit a table;</li> <li>• format the row/ column/table;</li> <li>• apply borders and shading in tables.</li> </ul>	<ul style="list-style-type: none"> <li>• Exercises from the text book</li> <li>• Providing children opportunities to: Explain a table and work on how it can be created in a document.</li> <li>• Providing every child hands- on experience and involving them in creating and formatting tables based on everyday requirements such as- creating a class time-table, study schedule for the month, marks obtained in the term examination, etc.</li> <li>• Lab work</li> </ul>	<p>General Awareness, Collaborative learning</p>
August / September	7. HTML – An Introduction	<p>Learn about</p> <ul style="list-style-type: none"> <li>• define HTML;</li> <li>• differentiate between web page, web site and web browser;</li> <li>• list various features of HTML;</li> <li>• use various HTML tags;</li> <li>• design a web page.</li> </ul>	<ul style="list-style-type: none"> <li>• Explaining and discussing with children HTML, as a web designing tool, and its features.</li> <li>• Demonstrating various tags in classroom activities.</li> <li>• Demonstrating the process to view the code in a browser.</li> <li>• Providing opportunities to each child to participate in project work to create webpage/website.</li> <li>• Lab work -Project</li> <li>• Exercises from the text book</li> <li>• Refer website</li> </ul>	<p>Creative thinking, logical thinking and critical thinking. Online:</p> <ul style="list-style-type: none"> <li>• <a href="https://www.w3schools.com/html/">https://www.w3schools.com/html/</a></li> </ul>
October	Revision/ Exam			
Session Two: November 2018 - March 2019				
November	4.Word Processor – Mail Merge	<p>Learn about</p> <ul style="list-style-type: none"> <li>• describe Mail merge;</li> <li>• apply the concept of mail merge to multiple addresses;</li> <li>• handle various components of mail merge;</li> <li>• use mail merge to create multiple personalized documents from a single one.</li> </ul>	<ul style="list-style-type: none"> <li>• Lab work</li> <li>• Exercises from the text book</li> <li>• Initiating a discussion with children on the need of mail merge by giving real life examples like birthday party invitations, etc.</li> <li>• Providing opportunities for hands on activities to create and print mail merged letter/documents for everyday situations.</li> </ul>	<p>General Awareness, Collaborative learning</p>
December	5. Presentation – Visual Effects	<p>Learn about</p> <ul style="list-style-type: none"> <li>• demonstrate different ways of viewing a presentation;</li> <li>• present a Topic in an attractive manner by using different objects;</li> <li>• enhance the presentation by applying transitions and custom animations;</li> <li>• navigate between slides during a slide show;</li> </ul>	<ul style="list-style-type: none"> <li>• Lab work</li> <li>• Exercises from the text book</li> <li>• Demonstrating to children the advantages of using normal, slide sorter, slide master, slide show by using an existing presentation.</li> <li>• Involving the children in a discussion to highlight how a presentation can be enhanced by using a media clip transitions/ animations and action buttons.</li> </ul>	<p>Presentation skills, creativity</p>

December / January	6. Scratch Programming – Introduction to Game Creation	Learn about <ul style="list-style-type: none"> <li>• handle commands of different blocks;</li> </ul>	<ul style="list-style-type: none"> <li>• Explaining the working of Blocks like Looks, Motion, Control, Pen and Sound.</li> <li>• Demonstrating the use of blocks and working with multiple sprites to children in class.</li> <li>• Lab work</li> <li>• Exercises from the text book</li> </ul>	Collaborative learning  <b>Integration:</b> Mathematics, Physics
February	8. Internet – Online Surfing	Learn about <ul style="list-style-type: none"> <li>• communicate through e-mail; store and share data using google drive;</li> <li>• explain online services of e-commerce; create a blog;</li> <li>• express views/ opinions through blogs; differentiate between a website and a blog;</li> <li>• create a podcast.</li> <li>• Revision</li> </ul>	<ul style="list-style-type: none"> <li>• Exercises from the text book</li> <li>• Discussing and debating with children on: <ul style="list-style-type: none"> <li>• potential threats while using the internet</li> <li>• importance of netiquettes.</li> <li>• Evolution of communication by comparing earlier modes with the modern modes and advantages and disadvantages of each.</li> </ul> </li> <li>• Demonstrating how to: <ul style="list-style-type: none"> <li>• send an e-mail, with bcc, cc, and attachments.</li> <li>• Use the Google Drive and explaining the process of uploading and sharing data through it Introducing E - commerce by discussing the different modes online buying and selling.</li> </ul> </li> <li>• Discussing with children the following: <ul style="list-style-type: none"> <li>• advantages and disadvantages of online shopping</li> <li>• online modes of payment</li> <li>• the difference between a website and a blog</li> </ul> </li> <li>• Providing opportunities for hands on activity through projects and individually on the internet blog.</li> </ul>	Organisation skills
March	Revision/Exam			

**Introducing the students to the Latest IT Trends will be an ongoing endeavor throughout the year.**

**Facilitators' names: Mrs. Manju Gopalakrishnan, Mrs Rosmary**

**Textbook:** e-world – Computers: Basics and Applications by Anitha Goel and Sanchayan K. Ray. Published by Longman, Pearson Education

**Website:** [computerapplications976.wordpress.com](http://computerapplications976.wordpress.com)