

## CLASS VI

परिशिष्ट- 'ग'

Sr. No	Topics	Concepts	Skills	Time theoretical	Time practical
1	User of Computers	Computer as a machine that has many user	Identify some places where a computer is used	2	2
2	Parts of Computer	Computer has different parts	List the parts and functions of the main parts	4	2
	Input and Output Devices	Input and Output	Mouse Movement skills		
3	Healthy Computer Practices	Correct way of using computer	Keeping the Computer clean.	4	
			Be safe while using computer		
			Exercise for		
			Shoulders		
			Hands		
			Neck		
4	Using a Mouse	Functions of a mouse	Control the pointer using right click, left click, double click	2	
5	Activities using a Mouse	Organization	Creating a new folder		4
		Grouping of similar objects	Moving files into a folder		
		Folder	Drag and drop a Mouse		
		Naming of files	Organizing icons on desktop		
6	Using a Keyboard	Functions of a keyboard	Enter words and numbers using a keyboard	2	
7	Activities using a Keyboard	Function of Keys	Using		4
		Change the written text	Arrow keys		
			Delete		
			Backspace		
			Cap Lock		
8	Paint Using a Computer	Icons, Tools and Tool bar of paint application	Open , draw and save Paint files.	2	
9	More Actions using paint	Describe what is a file	Save and print paint file	2	3
		Opening a new or existing file.	Quit the paint activity.		
		Saving a file			
		Close an application			
10	Using Music Player		Open Music player application	1	2
			Open a music file		
			Use control button: play, pause, stop		
11	Basic Features of Text Editor	Reuse [copy]	How to	2	4
		Edit	Copy		
			Cut		
			Paste		
			Undo		
12	Exploring the Desktop	Elements of Windows, Desktop on a Computer	Open activities on a desktop	2	2
			Maximise, minimise and close windows.		
			Change wallpaper		
13	Computer Start up and Shutdown	Start up	Start a PC	2	2
		Booting	Enter Login		
		Login / Password	Enter password		
		Logout	Shut down PC		
		Shut down			

MP  
8/2/17