



**BLOOM PUBLIC SCHOOL**  
**VASANT KUNJ, NEW DELHI**

**SYLLABUS: 2019-2020**

**SUBJECT: Computer Science (Work Ex.)**

**CLASS: VI**

<b>MONTH</b>	<b>CHAPTERS</b>
<b>April-May</b>	<b>Getting Started With Microsoft Excel</b> <ul style="list-style-type: none"><li>• Introducing Microsoft Excel</li><li>• Entering Data in a Worksheet</li><li>• Navigating a Worksheet</li><li>• Working with Worksheets</li><li>• Auto fill Option</li></ul>
<b>July</b>	<b>Editing Worksheet Data in Microsoft Excel</b> <ul style="list-style-type: none"><li>• Select Data or Cells</li><li>• Change, Delete, Copy, Move Cell Content</li><li>• Insert Rows, Columns and Cells</li><li>• Adjust Row Height/Column Width</li></ul>
<b>August</b>	<b>Formatting Worksheets in Excel</b> <ul style="list-style-type: none"><li>• Format Worksheets in Excel</li><li>• Font Group</li><li>• Alignment Group</li><li>• Number Group</li></ul>
<b>September</b>	<b>Entering, Editing, Formatting data in Excel Sheet</b> <ul style="list-style-type: none"><li>• Entering Data</li><li>• Fonts, Fills, Alignment, Orientation of Data</li><li>• Cut, Copy, Paste</li><li>• Undo, Redo</li><li>• Moving, Finding, Replacing</li><li>• Cell Styles</li></ul> <b>Formatting Numbers</b> <ul style="list-style-type: none"><li>• Introduction</li><li>• Formatting Numbers</li><li>• Formatting Dates</li></ul>
<b>October</b>	<b>Managing Worksheets</b> <ul style="list-style-type: none"><li>• Naming, Moving Worksheets</li></ul>

	<ul style="list-style-type: none"> <li>• Copying. Adding, Deleting Worksheets</li> </ul>
<b>November</b>	<b>Scratch</b> <ul style="list-style-type: none"> <li>• Adding and changing costumes.</li> <li>• Adding and changing backgrounds.</li> <li>• Graphic special effects.</li> <li>• Changing the size of a sprite.</li> <li>• Working with multiple sprites.</li> </ul>
<b>December</b>	<b>Scratch</b> <ul style="list-style-type: none"> <li>• Record sounds and add them to projects</li> <li>• Create speech bubbles for characters</li> <li>• Add additional pages to a project</li> <li>• Pause a character's program for a certain amount of time.</li> </ul>
<b>January</b>	<b>Scratch</b> <ul style="list-style-type: none"> <li>• Use the start on bump block to activate another character's program</li> <li>• Use the start on tap block to activate a character's program</li> <li>• Use the send and receive message blocks to initiate another character's program</li> <li>• Terminate particular characters' programs with the stop block</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>• Scratch Project: Developing a small interactive project collaborating different Scratch blocks</li> </ul>

## **ASSESSMENT SYLLABUS**

**\*All Assessments would be PRACTICAL in nature.**

<b>ASSESSMENT</b>	<b>SYLLABUS</b>
QUARTER I (SEPTEMBER)	MS Excel
QUARTER II (FEBRUARY)	Scratch