**COMPUTER APPLICATION SYLLABUS**

**CLASS IX**

**Session 2018-2019**

**Unit I: Basics of Information Technology**

* Characteristics of computer
* Memory
* Input/output devices
* Types of software
* Operating systems
* Computer networking
* Multimedia

**Unit II: Cyber Safety**

* Safety browsing
* Safety accessing websites

**Unit III: Office Tools**

* Word processor
* Presentation tool
* Spreadsheets

**Unit IV: Python/ Scratch**

* Python introduction
* Arithmetic operation:
* Introduction of Scratch
* Drag and drop commands
* X – Y plane
* Create a script to draw diagrams using pen feature

**Laboratory Based Practical:**

1. Working with operating system.
2. Word processing.
3. Presentation.
4. Spreadsheet.

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|  | **UNIT I** | **UNIT II** | **UNIT III** | **UNIT IV** | **LAB 1** | **LAB 2** | **LAB 3** | **LAB 4** |
| **PERIODIC TEST I** |  | **--** | **--** | **--** |  | **--** | **--** | **--** |
| **PERIODIC TEST II** |  |  |  | **--** |  |  | **--** | **--** |
| **PERIODIC TEST III** |  |  |  |  |  |  |  |  |
| **TERM END EXAM** |  |  |  |  |  |  |  |  |