

Computer Syllabus Class V

1st Quarter

UNIT 01: COMPUTER HARDWARE

Full Forms	CPU, CD-ROM, ALU, DVD-ROM, CU, USB, MU, SD Card, RAM, ROM												
Short Questions/Answer	1. What is a CPU? 2. What is the function of Arithmetic Logic Unit? 3. What is Computer? 4. What is Hardware? 5. What is RAM? 6. What is ROM? 7. List out input and output components. 8. How many types of memory does a computer have? 9. What are the main processing components of CPU? 10. Write the names of input devices?												
Long Questions/Answer	1. Differentiate between RAM and ROM? 2. What are the function of Control Unit (CU)? 3. What is Secure Digital (SD) Card? 4. What is Hard drive? 5. What is Universal Serial Bus (USB) drive? 6. How many types of memory does a computer have? Explain them and also write there examples? 7. Describe three main components of CPU?												
<u>Exercise</u>													
2. Match column A with B	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #ff00ff;"> <th style="text-align: center;">COLUMN A</th><th style="text-align: center;">COLUMN B</th></tr> </thead> <tbody> <tr> <td>RAM</td><td>Compact Disc, Read-Only Memory</td></tr> <tr> <td>CR-ROM</td><td>Read-Only Memory</td></tr> <tr> <td>DVD-ROM</td><td>Random Access Memory</td></tr> <tr> <td>ROM</td><td>Secure Digital Card</td></tr> <tr> <td>SD Card</td><td>Digital Versatile Disc Read-Only Memory</td></tr> </tbody> </table>	COLUMN A	COLUMN B	RAM	Compact Disc, Read-Only Memory	CR-ROM	Read-Only Memory	DVD-ROM	Random Access Memory	ROM	Secure Digital Card	SD Card	Digital Versatile Disc Read-Only Memory
COLUMN A	COLUMN B												
RAM	Compact Disc, Read-Only Memory												
CR-ROM	Read-Only Memory												
DVD-ROM	Random Access Memory												
ROM	Secure Digital Card												
SD Card	Digital Versatile Disc Read-Only Memory												
3. Fill in the blanks	a) There are _____ types of memory in a computer. b) A CD-ROM is a/an _____ disc capable of storing target amount of data. c) The control unit (CU) controls data between _____ devices and the computer. d) AND, OR, and NOT are _____ operators. e) A USB drive is a _____ storage device.												
4. Tick “T” for true and “F” for false.	a) Physical parts of a computer that you can see and touch are called hardware. b) Secondary memory has low capacity and faster performance. c) A USB drive, known as a flash drive, is a plug-and-play portable storage device. d) Arithmetic operations are less than < and greater than >.												

	e) MU stands for Memory Unit.
Activities	1. Draw a block of CPU in book Figure 1.1 Page No. 02. 2. Draw a Figure 1.3 ROM Page No. 04 3. Draw a Figure 1.4 CD-ROM Page No. 05. 4. Draw a Figure 1.5 DVD-ROM Page No. 05. 5. Draw a Figure 1.6 USB Page No. 05.
<u>2nd Quarter</u> <u>UNIT 02: WORD PROCESSING</u>	
Short Questions/Answer	1. What do you by word processing? 2. Write example of word processing. 3. What is Microsoft Word? 4. What is Google Docs?
Long Questions/Answer	1. What is superscript and write down step to apply superscript? 2. What is alignment and also write down about it different types? 3. What do you mean by increase indents and decrease indents? 4. What is line spacing? 5. Write step to apply shading button effect.
<u>Exercise</u>	
1. Tick “T” for true and “F” for false	a) In “Justify” alignment, text is aligned only to the right. (F) b) You can replace the found text with a new text by using the replace option. (T) c) You can move your paragraph closer to the margin using ‘increase indent’. (D) d) In “Align Left”, text is aligned from left to right. (T) e) Superscript reduces text size and raises it slightly above from the current line. (T)
2. Choose the correct option	1) Superscript: a) X ² b) X ₂ c) X d) XI 2) Subscript: a) X ₂ b) X ² c) X d) XI 3) In “Align Left”, you can press: a) Ctrl + L b) Ctrl + R c) Ctrl + J d) Ctrl + S 4) In “Center” alignment, you can press: a) Ctrl + R b) Ctrl + E c) Ctrl + L d) Ctrl + S 5) In “Justify” alignment, you can press: a) Ctrl + J b) Ctrl + L c) Ctrl + E d) Ctrl + S
3. Fill in the blanks	a) You can move your paragraph father away from the margins using the increase _____ option. b) In _____ alignment, text is aligned centrally. c) Line spacing is the _____ between the lines of text in a paragraph. d) To enhance the appearance of _____, you can apply borders and shading effects. e) There are _____ types of alignments.

4. Match column A with B	<table border="1"> <thead> <tr> <th>COLUMN A</th><th>COLUMN B</th></tr> </thead> <tbody> <tr> <td>Left aligned</td><td>reduce the size of text</td></tr> <tr> <td>Right aligned</td><td>Flash left</td></tr> <tr> <td>Superscript X²</td><td>Flash right</td></tr> <tr> <td>Subscript X₂</td><td>Ctrl + L</td></tr> <tr> <td>Align left</td><td>X²</td></tr> </tbody> </table>	COLUMN A	COLUMN B	Left aligned	reduce the size of text	Right aligned	Flash left	Superscript X ²	Flash right	Subscript X ₂	Ctrl + L	Align left	X ²
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Activities	1. Decrease Indent Figure 2.7 (a) Page No. 16 2. Increase Indent Figure 2.7 (b) Page No. 16 3. Line Spacing Figure 2.8 Page No. 16 4. Border Lines Figure 2.10 Page No. 18												
UNIT 03: SPREAD SHEET													
Short Questions/Answer	1. What is Spread Sheet? 2. Name some spread sheet program? 3. What is MS Excel? 4. Define workbook and worksheet? 5. How many types of data write their name?												
Long Questions/Answer	1. Explain each type of data? 2. Define basic functions? 3. Define Autosum Function? 4. What are step to create a basic function in Excel using Autosum?												
Exercise													
1. Match column A with B	<table border="1"> <thead> <tr> <th>COLUMN A</th><th>COLUMN B</th></tr> </thead> <tbody> <tr> <td>Worksheet</td><td>Basic function</td></tr> <tr> <td>Data types</td><td>One or more worksheets</td></tr> <tr> <td>Formulas</td><td>Single spreadsheet</td></tr> <tr> <td>Workbook</td><td>Equations</td></tr> <tr> <td>AutoSum</td><td>Text, numbers</td></tr> </tbody> </table>	COLUMN A	COLUMN B	Worksheet	Basic function	Data types	One or more worksheets	Formulas	Single spreadsheet	Workbook	Equations	AutoSum	Text, numbers
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2. Fill in the blanks	1. A worksheet begins with column _____ and row _____ 2. Three types of _____ can be entered into an MS Excel worksheet. 3. Text is _____ data that is not used for calculation purpose. 4. Excel has a complete library of _____ or formula. 5. The _____ command allows you to automatically return the sum for the desire range of cell reference.												
3. Tick “T” for true and “F” for false	a) Each cell can contain a number, text or formula. (T) b) Numbers are generally numeric data. (T) c) A formula is an equation that performs operation. (T) d) Text is numeric data. (F) e) Arguments must be enclosed in parentheses. (T)												
4. MCQs	1. Text is _____ data. a) Alphabetic b) Numeric c) both 2. Filter data extraction specific values using a _____. a) Home tab b) Filter c) None of these												

	<p>3. Excel has a complete library of function or _____.</p> <p>a) Text b) Alphabetic c) Formula</p> <p>4. Numbers are generally in the form of _____ data.</p> <p>5. A formula is an equation that performs _____.</p> <p>a) Average b) Sum c) Operation</p>														
Activities	<p>1. Draw Figure 3.1 Page No. 25</p> <p>2. Draw Figure 3.2 Page No. 26</p> <p>3. Draw Figure 3.12 Page No. 33</p>														
VIVA Questions	<p>1. What is pencil tool used for?</p> <p>2. Which tool is used to paint in any object?</p> <p>3. Which group contains colors palette?</p> <p>4. What is the shortcut key to copy and paste?</p> <p>5. What are shapes?</p>														
<p><u>3rd Quarter</u></p> <p><u>UNIT 06: COMPUTER NETWORKS</u></p>															
Full Forms	PAN, LAN, MAN, WAN, NIC, HAN, SAGE, WWW														
Short Questions/Answer	<p>1. What is Computer Network?</p> <p>2. What is server and client?</p> <p>3. Write some basic component of a network.</p> <p>4. What is Network Interface Card (NIC)?</p> <p>5. What is HUB?</p> <p>6. What is Switch?</p> <p>7. Define Modem?</p> <p>8. How many types of Networks are there?</p>														
Long Questions/Answer	<p>1. Explain uses of Computer Network.</p> <p>2. Explain abuses of computer network.</p> <p>3. Explain whose network are used in everyday life.</p> <p>4. Describe the types of Computer Network by size?</p> <p>5. Define the following: 1) Cable and Connectors 2) Router</p> <p>6. What are the functions of Modem?</p>														
<p><u>Exercise</u></p>															
1. Match the columns.	<table border="1"> <thead> <tr> <th>COLUMN A</th><th>COLUMN B</th></tr> </thead> <tbody> <tr> <td>Computer Peripherals</td><td>Local area network (LAN)</td></tr> <tr> <td>Social Networks</td><td>Hub, router & switch</td></tr> <tr> <td>Network devices</td><td>Wide area network (WAN)</td></tr> <tr> <td>Home network</td><td>Facebook, Twitter & Google+</td></tr> <tr> <td>City or campus network</td><td>Keyboard, scanner & speaker</td></tr> <tr> <td>Global Network</td><td>Metropolitan area network (MAN)</td></tr> </tbody> </table>	COLUMN A	COLUMN B	Computer Peripherals	Local area network (LAN)	Social Networks	Hub, router & switch	Network devices	Wide area network (WAN)	Home network	Facebook, Twitter & Google+	City or campus network	Keyboard, scanner & speaker	Global Network	Metropolitan area network (MAN)
COLUMN A	COLUMN B														
Computer Peripherals	Local area network (LAN)														
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Home network	Facebook, Twitter & Google+														
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Global Network	Metropolitan area network (MAN)														
2. Choose the correct option.	<p>1. All computers on a network are called _____.</p> <p>a) client b) nodes c) servers d) channels</p> <p>2. The main computer that controls a network is called a _____.</p> <p>a) server b) client c) node d) terminal</p> <p>3. Computers on a network other than the main computer are called _____.</p>														

	<p>a) servers b) clients c) nodes d) channels</p> <p>4. A network designed for personal use is called a _____. a) LAN b) MAN c) WAN d) PAN</p> <p>5. A network that connects computers and others devices in a large area or region is called a _____. a) LAN b) MAN c) WAN d) PAN</p> <p>6. A network that connects computers and others devices in a small area is called a _____. a) LAN b) MAN c) WAN d) PAN</p> <p>7. A network that connects computers and others devices in a city or campus is called a _____. a) LAN b) MAN c) WAN d) PAN</p> <p>8. The centralized connection point that receives the request and transmits data to the entire network is called a _____. a) router b) switch c) hub d) bridge</p>												
Activities	<p>1. Draw diagram Home Network Figure 6.1 Page No. 70.</p> <p>2. Draw diagram LAN Network Figure 6.3 Page No. 71.</p> <p>3. Draw diagram unshielded twisted and shielded twisted pair cables Figure 6.7 Page No. 75.</p>												
VIVA Questions	<p>1. What is Superscript?</p> <p>2. What is Subscript?</p> <p>3. What is text alignment?</p> <p>4. Why indent is used?</p> <p>5. What is line spacing?</p>												
<p style="text-align: center;"><u>4th Quarter</u></p> <p style="text-align: center;"><u>UNIT 04: Email</u></p>													
Short Questions/Answer	<p>1. What are the feature of an Email Service?</p> <p>2. What is an Email?</p> <p>3. Define Draft folder.</p> <p>4. What is spam folder?</p> <p>5. Differentiate between Google Mail, Microsoft Outlook and Yahoo Mail.</p>												
Long Questions/Answer	<p>1. What are the recipient of Email?</p> <p>2. Define Email Message.</p> <p>3. What is an Email account and write how to create an Email account?</p>												
<p style="text-align: center;"><u>Exercise</u></p>													
1. Match the columns.	<table border="1"> <thead> <tr> <th>COLUMN A</th><th>COLUMN B</th></tr> </thead> <tbody> <tr> <td>Email</td><td>Email, contacts, tasks and calendar</td></tr> <tr> <td>SMTP</td><td>Gmail, Outlook, Yahoo Mail, etc.</td></tr> <tr> <td>POP3</td><td>Encoded ASCII text</td></tr> <tr> <td>Email Service Providers</td><td>Protocol for receiving email</td></tr> <tr> <td>Outlook</td><td>Protocol for sending email</td></tr> </tbody> </table>	COLUMN A	COLUMN B	Email	Email, contacts, tasks and calendar	SMTP	Gmail, Outlook, Yahoo Mail, etc.	POP3	Encoded ASCII text	Email Service Providers	Protocol for receiving email	Outlook	Protocol for sending email
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2. Choose the correct option.	<p>1. The main recipient(s) of an email message is/are added to _____. a) CC b) DCC c) BCC d) To</p>												

	<p>2. _____ is used when you want to share the list of recipients with other recipients. a) To b) CC c) BCC d) DCC</p> <p>3. _____ is used when you don't want to share the list of recipients with other recipients. a) DCC b) CC c) BCC d) To</p> <p>4. Which option sends a received email to other users? a) Send b) Receive c) Forward d) Reply</p> <p>5. Which option is used to respond to an email? a) Send b) Receive c) Forward d) Reply</p> <p>6. Outlook is a Web-base email service provided by _____. a) Google b) Yahoo c) IBM d) Microsoft</p> <p>7. The folder which holds all junk emails is called _____. a) Inbox b) Spam c) Trash d) Draft</p> <p>8. The folder that keeps all the received emails is known as _____. a) Spam b) Sent c) Inbox d) Draft</p> <p>9. The file sent with an email message is called a/an _____. a) File b) Email file c) Attachment d) Folder</p> <p>10. What was the Internet first used for? a) Chatting b) Emailing c) Browsing d) Watching movies</p>
Activities	<p>1. Draw Yahoo account Figure 4.6 Page No. 43.</p> <p>2. Draw Google Mail Figure 4.7 Page No. 44.</p>
<u>UNIT 05: Starting Programming</u>	
Full Forms	LOGO, SMTP, POP3, HLL, CC, BCC, LLL, FD, BK, LT, CPU, RT
Short Questions/Answer	<p>1. Describe logo as programming language?</p> <p>2. What are the different type of programming language?</p> <p>3. What is Machine Language?</p> <p>4. What is Assembly Language?</p> <p>5. What is High-level language?</p>
Long Questions/Answer	<p>1. Describe the basic logo commands and write some basic logo command.</p> <p>2. How many control buttons are there on the commander window? Explain the execute button.</p> <p>3. How many section are there in the commander window? Describe briefly.</p>
VIVA Questions	<p>1. In which language commands are converted?</p> <p>2. What is programming language?</p> <p>3. What is logo turtle?</p> <p>4. What is the main screen of MS Logo used for?</p> <p>5. What happen if we type FD 100 in the commander windows?</p>
<u>Exercise</u>	
1. Fill in the blanks.	<p>a) The turtle is a small _____ that has two parts.</p> <p>b) The _____ main screen is the area where the logo turtle draws shapes and writes text.</p> <p>c) The _____ is the area where commands are typed.</p> <p>d) The _____ us the area which exists below the main screen.</p>

	e) The input box is the area where all the _____ are typed.
2. Choose the correct option.	<p>1. Which of the following areas of the MSWLogo window is used to keep a record of instructions? a) Main screen b) Input box c) Recall list box d) Control buttons</p> <p>2. Which of the following buttons is pressed on the commander window to execute commands? a) Halt b) Trace c) Pause d) Execute</p> <p>3. Which of the following keys is pressed on the keyboard to execute commands in Logo? a) Shift b) Ctrl c) Spacebar d) Enter</p> <p>4. The term 'Logo' stands for _____. a) Language of graphics oriented b) Logical orientation of graphics c) Logics oriented graphics oriented d) Language of graphical orientation</p> <p>5. Which commands is used to change the direction of the Logo turtle to the left? a) Lft 90 b) LT 90 c) LFT 90 d) LT_ 90</p> <p>6. How many buttons are there on the right side of the Commander window? a) 3 b) 4 c) 5 d) 6</p> <p>7. Which of the following commands is correct for changing the direction of the turtle to the right? a) rite 90 b) RIGHT 90 c) RIGHT90 d) RT 90</p> <p>8. Which of the following groups of commands draws a square? a) FD 150 RT 90 b) FD 150 RT 90 c) FD 150 LT 90 d) FD 150 LT 90 FD 150 RT 90 FD 150 RT 90 FD 150 RT 90 FD 150 RT 90 FD 150 RT 90 FD 150 RT 90 FD 150 LT 90 FD 150 LT 90 FD 150 FD 150 FD 150 FD 90 RT 150</p>
Activities	1. Draw Logo Turtle Figure 5.2 Page No. 53.