



NAVY CHILDREN SCHOOL, GOA

CLASS 3

SPLIT UP SYLLABUS 2024 - 25

Month	Chapter	Contents	Objectives	Activities	Assignments
APRIL/MAY	<b>1. Computer System</b> No. of Periods 5 Theo + 5 Prac	<ul style="list-style-type: none"> <li>- How does a computer work?</li> <li>- Parts of a computer</li> <li>- Types of computers</li> <li>- Advantages of computer</li> <li>- Disadvantages of computer</li> </ul>	<b>Children will be able to:</b> <ul style="list-style-type: none"> <li>- learn the basic IPO cycle</li> <li>- identify and classify input and output devices</li> <li>- learn about desktop, laptop, palmtop, etc.</li> <li>- understand the benefits of computer usage</li> <li>- understand about disadvantages of computers</li> </ul>	<ul style="list-style-type: none"> <li>- identify parts of the computer</li> <li>- classify parts of the computer as input or output devices</li> </ul> <b>Lab Activity:</b> <ul style="list-style-type: none"> <li>- learn about types of printers used in the school's computer lab</li> <li>- understand the rules to be followed while working in the school's computer lab</li> </ul>	State two advantages and two disadvantages of computers.
JUNE/JULY	<b>2. Hardware-Software</b> No. of Periods 5 Theo + 5 Prac	<ul style="list-style-type: none"> <li>- Hardware: its importance and parts</li> <li>- Software: its importance and parts</li> <li>- Difference between hardware and software</li> </ul>	<b>Children will be able to:</b> <ul style="list-style-type: none"> <li>- understand what is hardware</li> <li>- learn about the various hardware parts of the computer</li> <li>- learn about CPU, ALU, CU and microprocessor</li> <li>- understand what is software</li> <li>- learn about system software and application software and their examples</li> <li>- understand operating system and its Importance</li> </ul>	<ul style="list-style-type: none"> <li>- identify parts of hardware and software</li> <li>- learn about various application software</li> </ul> <b>Lab Activity:</b> <ul style="list-style-type: none"> <li>- learn about the hardware devices used in the school's computer lab</li> <li>- collect information about the software installed in the school's computer lab</li> </ul>	Draw any two software and two software devices you have seen.

AUGUST	<b>3. Windows 10</b> <b>No. of Periods 3 Theo + 3</b> <b>Prac</b>	<ul style="list-style-type: none"> <li>- Desktop and its components</li> <li>- Operations on the desktop screen</li> <li>- Operating System (OS)</li> <li>- Graphical User Interface (GUI)</li> </ul>	<b>Children will be able to:</b> <ul style="list-style-type: none"> <li>- learn what is a desktop and its components like icons, taskbar, start button, etc.</li> <li>- learn to open and close a program, arrange icons on the desktop, setting a wallpaper, screensaver, etc.</li> <li>- learn about operating system and its functions</li> <li>- learn about Graphical User Interface and its uses in various devices</li> <li>- understand files, their extensions and folder</li> </ul>	<ul style="list-style-type: none"> <li>- identify icons</li> <li>- learn about Windows as an operating system</li> </ul> <b>Lab Activity:</b> <ul style="list-style-type: none"> <li>- arrange icons on the desktop</li> <li>- setting a wallpaper, theme and a screensaver on their computer</li> </ul>	Name the version of Windows used in your computer lab.
	<b>4. MS Word</b> <b>No. of Periods -2 Theo + 2</b> <b>Prac</b>	<ul style="list-style-type: none"> <li>- Starting MS Word</li> <li>- Components of MS Word</li> <li>- Operations in MS Word</li> </ul>	<b>Children will be able to:</b> <ul style="list-style-type: none"> <li>- start MS Word on their computer</li> <li>- understand the various components of MS Word like toolbar, title bar, ribbons, status bar, etc.</li> <li>- create a new document, save a document, open a document, print a document and exit MS Word</li> </ul>	<ul style="list-style-type: none"> <li>- to identify the components of MS Word</li> <li>- identify the uses of components of MS Word</li> </ul> <b>Lab Activity:</b> <ul style="list-style-type: none"> <li>- type a letter in MS Word</li> <li>- save it and take a printout</li> </ul>	MS Word - Type a slogan on Save Earth, Save Nature. Beautify it by adding pictures.
SEPTEMBER	<b>5. Working with MS Word</b> <b>No. of Periods 3</b>	<ul style="list-style-type: none"> <li>- Type text</li> <li>- Erase text</li> <li>- Select text</li> <li>- Format and Edit text</li> </ul>	<b>Children will be able to:</b> <ul style="list-style-type: none"> <li>- type text in MS Word</li> <li>- erase text using backspace and delete key</li> <li>- select text using mouse</li> </ul>	<ul style="list-style-type: none"> <li>- to use the shortcut keys to carry out various activities in MS Word</li> <li>- type and format text</li> </ul>	Type a birthday invite in MS Word.

			<ul style="list-style-type: none"> <li>- select text using the keyboard keys</li> <li>- bold, italicize and underline text</li> <li>- colour text using the colour palette</li> <li>- format text using undo and redo</li> <li>- learn to cut, copy and paste text</li> <li>- learn shortcut keys to carry out various functions</li> </ul>	<p><b>Lab Activity:</b></p> <ul style="list-style-type: none"> <li>- type the given text in MS Word</li> <li>- change colour of text</li> <li>- bold, underline and italicize text</li> <li>- cut, copy and paste text</li> <li>- erase text using backspace and delete keys</li> </ul>	<p>Insert a picture of any animal , type few sentences about it . To be done in MS Word .</p>
OCTOBER/ NOVEMBER	<p><b>6. MS Paint</b> <b>No. of Periods - 7 Theo + 7 Prac</b></p>	<ul style="list-style-type: none"> <li>- Start MS Paint</li> <li>- Tools in MS Paint</li> <li>- Cut, Copy and Paste</li> <li>- Opaque and transparent background</li> <li>- Undo and Redo</li> <li>- Rotate and resize image</li> <li>- Fill colour</li> <li>- Save your drawing</li> <li>- Open a drawing</li> <li>- Print your drawing</li> </ul>	<p><b>Children will be able to:</b></p> <ul style="list-style-type: none"> <li>- start MS Paint on their computer</li> <li>- learn various tools of MS Paint like select tool, brush tool, etc.</li> <li>- cut, copy and paste a drawing or parts of it.</li> <li>- change the background of drawing to opaque or transparent</li> <li>- undo and redo changes in drawing</li> <li>- rotate and resize the image</li> <li>- fill colours in the drawing from the colour palette</li> <li>- save the drawing</li> <li>- open a previously saved drawing</li> <li>- print your drawing</li> </ul>	<ul style="list-style-type: none"> <li>- identify various tools of MS Paint</li> <li>- draw using the various tools</li> <li>- learn shortcuts</li> </ul> <p><b>Lab Activity:</b></p> <ul style="list-style-type: none"> <li>- draw various figures</li> <li>- fill them with different colours</li> <li>- insert text in drawings</li> <li>- cut, copy and paste parts of the drawing</li> </ul>	<p>MS Paint - Use four basic shapes and draw a train . Colour it too .</p>

DECEMBER / JANUARY	<b>7. MSW Logo</b> <b>No. of Periods - 6 Theo + 7 Prac</b>	<ul style="list-style-type: none"> <li>- Uses of LOGO</li> <li>- Primitives</li> <li>- Starting LOGO on your computer</li> <li>- LOGO turtle</li> <li>- Commander window</li> <li>- Components of the commander window</li> <li>- Important commands</li> <li>- Exiting LOGO</li> </ul>	<b>Children will be able to:</b> <ul style="list-style-type: none"> <li>- learn about LOGO and its uses</li> <li>- know about primitives</li> <li>- learn how to start LOGO</li> <li>- learn about turtle, home screen, etc.</li> <li>- learn about the commander window and its components like title bar, control buttons, recall list box, command input box, etc.</li> <li>- learn about the various control buttons and their functions</li> <li>- learn about the important commands such as FD, BK, ST, HT, etc.</li> <li>- exit LOGO</li> </ul>	<ul style="list-style-type: none"> <li>- draw various figures in LOGO using the commands</li> <li>- identify parts of the LOGO screen</li> <li>- identify the functions of control buttons</li> <li>- identify the function of the given commands</li> </ul> <b>Lab Activity:</b> <ul style="list-style-type: none"> <li>- draw shapes using LOGO</li> <li>- write commands of the shapes given</li> </ul>	MSW Logo - Give LOGO commands to draw a square , rectangle and a triangle .
FEBRUARY	<b>8. Internet – An Introduction</b> <b>No. of Periods - 3 Theo + 3 Prac</b>	<ul style="list-style-type: none"> <li>- Introduction to Internet</li> <li>- How are computers connected to the Internet?</li> <li>- Basic terminologies related to Internet</li> <li>- Surfing the Internet</li> <li>- Uses of Internet</li> </ul>	<b>Children will be able to:</b> <ul style="list-style-type: none"> <li>- learn about Internet and its importance</li> <li>- learn about various methods to connect to the Internet</li> <li>- basic terminologies related to Internet like web browser, search engine, website, web page, home page, www, etc.</li> <li>- surf the Internet and search information on the Internet</li> <li>- learn about the uses of Internet like email, chatting, e-commerce, etc.</li> </ul>	<ul style="list-style-type: none"> <li>- to search information on the Internet</li> <li>- identify the various web browsers and search engines</li> </ul> <b>Lab Activity:</b> <ul style="list-style-type: none"> <li>- search information on some current events</li> <li>- collect information about Internet viruses and their effects</li> <li>- learn about ways to deal with Internet virus infection</li> </ul>	Browse internet and collect information about space .