

Subject : Information and Communication Technology
Grade : VI
Year : 2019-20 Year Planner

Month/ No. of Working Days	Unit	Sub-Units	Objectives	Activities	Evaluation
March- April (6/6)	Ls-1 Computer Languages	<ul style="list-style-type: none"> ▪ Machine Language ▪ Assembly Language ▪ High Level Language ▪ Fourth Generation Language 	To make the student know the different languages used in different generations of computer.	Typing a Paragraph in MS Word with all formatting Features.	Revision of different computer languages
June (7/7)	Ls:5 Microsoft Excel 2016	<ul style="list-style-type: none"> ▪ Selecting Cells ▪ Entering Numbers as Text ▪ Entering Date and Time ▪ Changing Cell Contents ▪ Using Undo and Redo feature ▪ Inserting Cells, Columns and Rows ▪ Deleting Cells, Columns and Rows ▪ Changing Row Height and Column Width ▪ Coping and Moving data ▪ Using Auto fill and Flash Fill Feature 	To teach students how to enter data in excel sheet and format spreadsheet.	Create report card sheet and insert row & column using insert tab and adjust row width.	Skill Assessment: Project Work– Pg. no: 152, “Expenditure sheet”.

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July(11/11)	Ls:6 Formulas and Functions	<ul style="list-style-type: none"> ▪ Working with Formulas ▪ Using a Basic/Compound Formula ▪ Using a range in Formulas ▪ Using formula on text ▪ Types of cell references ▪ Circular reference ▪ Cell reference of another worksheet ▪ Renaming a worksheet ▪ Changing color of a Sheet Tab ▪ Functions and Function Library ▪ The Insert Function Formula errors 	To make students Learn how to enter data and to perform calculations using formulas in MS Excel.	Creating Progress Report in Excel and saving it.	
Aug (9/9)	Ls-11. Internet Services	<ul style="list-style-type: none"> ▪ History ▪ Popular Services on the Internet ▪ WWW (World Wide Web) ▪ Video Conferencing ▪ Chatting ▪ Instant Messaging ▪ Internet Free Calls ▪ E-Learning ▪ E-Banking ▪ E-Commerce ▪ Internet T.V./Internet Radio 	To teach students about internet browsing, uses of internet in different fields.	Visit www.bing.com and search and download information and pictures on the topic 'Water Cycle'. Create an informative PPT on it.	
Sep(3/3)	Revision & Term End Exam-I				

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Oct(8/8)	Ls:3 Enhancing A Presentation	<ul style="list-style-type: none"> ▪ Applying Animation Effects ▪ Adding Transition Effects ▪ Inserting Sound/Video Clips ▪ Using Action Button ▪ Importing data from Word ▪ Sharing Presentation Online 	To make the students know How to apply animation, transition effect and add audio/video clip in a PowerPoint Presentation.	Create a PowerPoint Presentation on “Keys to Success” and add audio video File.	Skill Assessment: Project Work–Create PPT on topic: ‘Diversity in India’ using animation and transition effects.
Nov(9/9)	Ls:7 Log On To Flash CS6	<ul style="list-style-type: none"> ▪ What is Flash? ▪ How to start? ▪ The Flash Workspace ▪ Using the Tools Panel ▪ Using Frames by Frame Technique to Animate 	To make the students know about Flash interface.	Draw day scenery. Move boat one end to another end using frame by frame animation.	Aptitude Assessment: Draw a Flash window and name the components.
Dec(9/9)	Ls:8 Working with Flash CS6	<ul style="list-style-type: none"> ▪ Symbols and Animation ▪ How to create a Symbol? 	To make students learn how to work with Flash	Draw the objects like clouds, beehive and the tree by using oval , Pencil and paint bucket tools.	
Jan(9/9)	Ls:8 Working with Flash CS6	<ul style="list-style-type: none"> ▪ Symbols and Animation ▪ Using Animation ▪ Create a Motion tween ▪ Shape tween ▪ Motion Guide ▪ Classic Motion Guide ▪ How to paint symbols on the stage 	To make students learn how to work with Flash.	Draw an aeroplane and animate using motion guide option.	Skill Assessment: Project Work- Pg.no: 154 - Project 2.
Feb(6/6)	Revision & Term End Exam-II				