SYLLABUS OF COMPUTER

Class VII (2021 – 2022)

Term - I		
Month	**Chapter**	**Topics**
April	Number System	Decimal Number System Binary Number System Octal Number System Hexadecimal Number System Conversion from Decimal to Binary
May	Windows 7	Starting Windows Explorer Viewing files and folders Changing Date and Times Using Onscreen keyboard Changing the mouse setting
July	Formulas and Functions	Creating basic formulas Using text formulas Using ranges in formulas Types of cell references
August	Using Excel as Database	Using form to enter data Adding new records in a form Searching/Deleting a record Using advanced filter
Art Integrated Project – Make a presentation on the topic 'Windows 10 Operating System along with its new features'. Apply formatting effects to make it attractive.		
September	**Exam**	
Term - II		
October	Advanced features of Excel	Components of Chart Creating a Chart Formatting a Chart/Legend Consolidating Data
November	Graphics in QBASIC	Constant and Variables Using graphics Screen Statement Color/Line/Circle drawing
December	Surfing Net and E-mail	Blogs/Twitter/Micro blogging Newsgroup and Mailing list Communication services E-Greeting
January	The Virus	Types of Virus Virus symptoms Preventing a Virus infection Antivirus software
February	Looping Statement	The for next loop Nested loop Do until statement While wend statement
Activity – Make a presentation on different viruses and their harmful effects. Explain the role of antivirus in preventing virus, to enter in a computer.		
March	**Exam**	