



COMPUTER STANDARD 9TH

Programming & development

Course Curriculum



COMPUTER STD 9TH

Module 1 : Introduction to Information Technology

- Basic of Information Technology
- Computer Systems
 - Characteristics of a Computer
 - Components of a computer system CPU
 - Storage devices and I/O devices

Module 2: Memory

- Primary Memory
 - RAM (Random Access Memory)
 - ROM (Read Only Memory)
- Secondary Memory

Module 3: Storage Devices

- Hard disk
- CD ROM
- DVD
- Pen/flash Drive
- Memory Stick



Module 4: I/O Devices

- Keyboard
- Mouse
- Monitor
- Printer
- Scanner
- Web camera

Module 5: Computer Networking



- Types of Networks
- PAN
- LAN
- MAN
- WAN
- Wired/wireless communication
- Wi – Fi
- Bluetooth
- Cloud Computers (Private/Public)

Module 6: Multimedia

- Images
- Audio
- Video
- Animation

Module 7: Cyber – Safety



- Safely browsing the web and using social networks
 - Identity protection
 - Proper usage of passwords
 - Privacy
 - Confidentiality of information
 - Cyber stalking
 - Reporting cybercrimes
- Safely accessing websites
 - Viruses and Malware
 - Adware

Module 8: Office tools

- Introduction to a word processor
 - Create and save a document
- Edit and Format text
 - Text style (B,I,U)



- Font type
 - Font Size
 - Text colour
 - Alignment of text
 - Format paragraphs with line and/or paragraph spacing
 - Add headers and footers
 - Numbering pages
 - Grammar and spell check utilities
 - Subscript and Superscript
 - Insert symbol
 - Use print preview
 - Print a document
- Inert pictures , change the page setting, add bullets and numbering , border and shading
 - Insert Tables
 - Insert/delete rows and columns
 - Merge and split cells

Module 9: Presentation tool



- Understand the concept of slide shows
- Basic elements of a slide
- Different types of slide layouts
- Create and save a Presentation
- Learn about the different views of a slide set
 - Normal view
 - Slide sorter view
 - Hand-outs
- Edit and format a Slide
 - Add titles
 - Subtitles
 - Text
 - Background
 - Watermark
 - Headers and footers
 - Slide numbers

Module 10: Spreadsheets



- Concept of a worksheet and a workbook
- Create and save a worksheet
- Working with a spreadsheet
 - Enter numbers
 - Text
 - Date/time
 - Series using auto fill
 - Edit and format a worksheet including changing the colour, size, font, alignment of text
 - Insert and delete cells
 - Rows and columns
 - Enter a formula using the operators (+, *, -, /)

