

ST. JOSEPH'S CONVENT HIGH SCHOOL, CBSE – CHITTARANJAN

Syllabus Details

Session- 2024-25

Subject – Computer

Class – VIII

For Exam – Unit Test - I

Book Recommended:

1. The New Book of Computer Studies (Avichal Publishing Company)



MONTH	LESSON(S)	TOPIC(S)	SUGGESTED ACTIVITIES & PROJECTS
APRIL	1. Operating System (OS) and Graphical User Interface (GUI): Role and Functions	<ul style="list-style-type: none">• Introduction• Need of an Operating System• Functions and classification of an Operating System• Booting (Cold and Warm)• User Interface (CUI and GUI)• Functions and Advantages of GUI• Microsoft Windows (Features and Advantages)• Elements of Windows 10 (Desktop, Taskbar and Window)	Compare the features and advantages of Windows 8 and Windows 10.
	2. Spreadsheet : Functions and Charts	<ul style="list-style-type: none">• Introduction• Range of Cells• Selecting multiple rows and columns• Cell References in a Worksheet	Open an Excel work book and do the following work: <ul style="list-style-type: none">• Selecting an entire row/column• Selecting Multiple Entire Rows/columns• Cell Reference
		CLASS TEST	
MAY	2. Spreadsheet : Functions and Charts	<ul style="list-style-type: none">• Functions used in a spreadsheet• Different types of mathematical functions• Creating and editing a chart in a spreadsheet	Open an Excel work book and do the following work: <ul style="list-style-type: none">• Rename the sheets• Functions (SUM, AVERAGE, COUNT , MAX, MIN)• Charts
		UNIT TEST – I (Ch. 1)	