

Computer Education Syllabus 2026-27

Class V

Term-1 (April 2026 to August 2026)		No. of Periods- 14 (approx.)		
SNO.	CHAPTER NAME	TOPICS	PRACTICAL	No. of Periods
1	Document Design in MS Word	<ul style="list-style-type: none">• Page Size, Orientation and Margins• Headers, Footers and Page Numbers.• Text Box, Symbols and Special Characters	Page Size, Orientation and Margins Insert Headers, Footers and Page Numbers. Inserting Text Box, Symbols and Special Characters	4
2	MS Word: Working with Tables	<ul style="list-style-type: none">• Tables-Merging and Splitting Cell• Moving / Resize Tables• Applying Border and Shading• Aligning Text in a Table	Inserting Tables, rows/ columns, cells, Merging and Splitting of Cells Moving / Resize Tables, Table Styles, Applying Border and Shading, Aligning Text in a Table	4
3	Internet and Email	<ul style="list-style-type: none">• The Internet• Types of Internet Connection• Using Web Browser, Using URL, E-Mail	-	3
4	Safeguarding your Computer	<ul style="list-style-type: none">• Computer Malware• Harms Caused by Computer Malware• How Does a Computer get Infected?• Symptoms of Infected Computer• How to Protect your Computer, Antivirus	-	3
Term-2 (October 2026 to February 2027)		No. of Periods- 14 (approx.)		
5	More on PowerPoint	<ul style="list-style-type: none">• Animation and Transitions• Graphics in PowerPoint• Different Presentation views, Slide Show	Inserting Graphics (Pictures, Shapes, WordArt, Table, etc.) in Presentation , Applying Animation and Transitions	4
6	Introduction to MS Excel	<ul style="list-style-type: none">• Excel Window• Features of MS Excel• Components of MS Excel Window• Types of Data• Editing Cell Contents in Excel	<ul style="list-style-type: none">• Changing Active Cell, Creating New Workbook• Entering Data and Formulas in the Worksheet• Adding/Removing/Renaming a Worksheet• Saving/Opening/Closing a Workbook.• Undo Redo Commands, Basic Table Formatting• AutoSum, Auto Fill Feature	4
7	More on Scratch	<ul style="list-style-type: none">• Operators ,Sensing Blocks, Variable• Conditional Blocks, Loops• Creating A Game	<ul style="list-style-type: none">• Creating Games and Stories• Play with Sounds in Scratch• Events	3
8	Robotics	<ul style="list-style-type: none">• What Are Robots?• Fields Where Robots Are Used• Latest Robots	-	3