

DETAILED CONTENTS

S. No.	Chapter	Contents	Exercises	Building Values and Life Skills Testing Knowledge Linking Knowledge	Lab Fun	Learning is Fun
1.	Computer: A Smart Machine	<ul style="list-style-type: none"> Natural Things and Man-made Things Machines Computer: A Smart Machine Types of a Computer 	<ul style="list-style-type: none"> Choosing correct answer Colouring the things Fill in the blanks Naming 	✓	Teacher's Corner <ul style="list-style-type: none"> Identification of different machines in a computer lab Taking care of the computer Student's Corner Naming machines	<ul style="list-style-type: none"> Quiz Time Colouring Fun Collage Fun
2.	Uses of a Computer	<ul style="list-style-type: none"> Uses of a Computer Places where Computers are Used 	<ul style="list-style-type: none"> Finding the names of places in the Word Search Fill in the blanks Matching the columns True or False Naming 	✓	Teacher's Corner <ul style="list-style-type: none"> Discussion on uses of computers Typing activity Drawing activity Student's Corner Counting activity	<ul style="list-style-type: none"> Word Fun Building Word Power Picture Fun
3.	Parts of a Computer	<ul style="list-style-type: none"> Parts of a Computer Additional Devices Connected to a Computer 	<ul style="list-style-type: none"> Multiple choice questions Fill in the blanks Matching the columns Naming 	✓	Teacher's Corner <ul style="list-style-type: none"> Identifying different parts of a computer Precaution to take while handling a computer Typing activity Student's Corner Naming things	<ul style="list-style-type: none"> Riddle Time Collage Fun Word Search Puzzle
4.	Using Computers: Do's and Don'ts	Guidelines while Working on a Computer	<ul style="list-style-type: none"> True or False Do's and Don'ts Multiple choice questions Answer in few words 	✓	Teacher's Corner <ul style="list-style-type: none"> Rules and regulations Flash cards game Student's Corner <ul style="list-style-type: none"> Sitting properly while working on a computer Holding a mouse 	<ul style="list-style-type: none"> Picture Study Colouring Fun Art Work

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5.	Computer Mouse	<ul style="list-style-type: none"> • Computer Mouse • Parts of a Mouse • Holding a Mouse • Mouse Pointer • Using a Mouse 	<ul style="list-style-type: none"> • Unscrambling letters • Fill in the blanks • Matching the columns • Naming 	✓	Teacher's Corner <ul style="list-style-type: none"> • Correct usage of mouse • Studying the movement of the pointer Student's Corner Doing activities using a mouse	<ul style="list-style-type: none"> • Time to Think (Correcting the errors) • Labelling the parts of a mouse • Draw and Colour • Fun Time (Story writing)
6.	Computer Keyboard	<ul style="list-style-type: none"> • Keyboard • Alphabet Keys • Number Keys • Space bar Key • Enter Key • Delete Key • Backspace Key • Arrow Keys • Caps Lock Key 	<ul style="list-style-type: none"> • Multiple choice questions • Matching the columns • Unscrambling letters • Naming 	✓	Teacher's Corner Learning to use keyboard Student's Corner Typing activity in WordPad	<ul style="list-style-type: none"> • Riddle Time • Colouring Fun • Drawing Fun • Word Search Puzzle
7.	Storage Devices	<ul style="list-style-type: none"> • Storage • Storage Devices 	<ul style="list-style-type: none"> • True or False • Fill in the blanks • Multiple choice questions • Naming 	✓	Teacher's Corner Discussion on storage devices Student's Corner <ul style="list-style-type: none"> • Learning to use a CD • Collage making on storage devices 	<ul style="list-style-type: none"> • Crossword Puzzle • Colouring Fun • Young Poet (Poem writing)