

KIDS WORLD SCHOOL
SESSION – 2026-27
CLASS – IV
SUBJECT – COMPUTER

UNIT		Topic	Sub-Topic	Month		Suggested Ice-Breaking Activity	Teaching Pedagogy	Competency	Expected Learning Outcome	Assessment
No	Name			Starting	Closing					
1		Memory and Storage Devices	Data storage units, Types of computer memory	July Day 1	July	Reading	Focus on reading and pronunciation	1.Read ICT terms with correct pronunciation and clarity 2.Students will be able to identify and define basic data storage units like bit, byte, KB, MB, GB, TB, and PB.	1.Students will read basic ICT words fluently with correct pronunciation. 2. To know how data is stored in data storage units	
			RAM and ROM, External memory.	Day 2		Run in place! Fast, fast, fast!" FREEZE!	A computer, smartboard, projector, Display table units of memory.	1.Students will be able to classify computer memory into primary memory such as RAM and ROM, and secondary memory such as HDD, SSD, and optical disks.	1.The two types of computer memory- Internal and External 2. To know about internal Memory and external memory 3.To know about RAM and ROM	
			Hard disk, CD, DVD, Blu-ray disc, Pen drive.	Day 3		Clock Eyes: Pretend your eyes are clock hands. Look at 12, 3, 6, 9. Then make a big circle with eyes	Demonstration + Hands-on Learning Show actual samples of HDD, SSD, CD, DVD, Blu-ray disc, pen drive, memory card. Connect each to a computer/projector and demonstrate read/write process. Use comparison chart on smartboard.	1. Students will be able to identify and name common secondary storage devices. 2. Students will be able to compare HDD, SSD, CD, DVD, Blu-ray, pen drive, memory card and cloud storage based on capacity, speed, durability and usage. 3. Students will understand the difference between physical storage and cloud storage	1.To know about hard disk, SSD, CD, DVD, pen drive, blu-ray disc, memory card, and cloud storage. 2. To understand which storage device is used for what purpose. 3. To differentiate between optical, magnetic and flash storage.	
			Memory card, Cloud storage	Day 4		Tap desk: Slow-Slow-Fast-Fast-Pause. Kids copy. Improves listening.	Computer, smartboard, projector, Display cloud storage and different Memory card,	1. Students will be able to define memory card and cloud storage. 2. Students will be able to explain advantages and disadvantages of memory card vs cloud storage. 3. Students will be able to decide which storage is best for different situations based on portability, capacity, and internet access	1. To know about memory card and cloud storage. 2. To understand how cloud storage works without physical devices. 3. To choose the right storage device for personal and school use.	

			Lab session	Day 5		Count 1 to 12 while passing a pencil from right hand to left hand behind back. Builds coordination	Hands-on practice.	Lab	Textbook practical	
			Text book question.	Day 6		Clap in air without sound. If I hear you, you're out	Read and write.	Answer the following question.	Able to read question and answer them.	
			Text book question.	Day 7		Clap on different counts	Read and write.	Answer the following question.	Able to read question and answer them. Activity given in book.	
			Lab session	Day 8		1 student is leader for 20 sec. Others copy their actions - stretch, dance, funny face. Then switch leader	Hands-on practice.	Lab	Textbook practical	
2		More on Windows 10	Windows 10 and its Features, Desktop	August Day 1	August	Reading	Focus on reading and pronunciation	1. Read ICT terms with correct pronunciation and clarity.	1.Students will read basic ICT words fluently with correct pronunciation.	
			Taskbar, Icons	Day 2		Act like a bird! Fly, fly, fly, Switch! You are a robot! Robot arms! Robot head.	Computer, smartboard, projector, Display parts of Windows 10 Desktop, Demonstrate Start button, Taskbar, Icons, Wallpaper using screen share. Hands-on: Students open and explore Desktop	1. Student will be able to identify and label parts of Windows 10 Desktop like Taskbar, Start button, Icons, Wallpaper. 2. Student will be able to explain the use of Taskbar in Windows 10.	1.To know about Windows 10 and its features. 2.To know about the desktop and taskbar. 3.To unlock and lock the Taskbar. To move a taskbar.	
			Start menu	Day 3		Balancing pencil on the upper lip.	Demonstrate Start Menu using screen share. Show how to open programs from Start Menu. Hands-on: Students double-click icons and use Start Menu to open Paint/Notepad	1. Student will be able to differentiate between Desktop and Taskbar 2. Student will be able to identify and name common Desktop Icons like This PC, Recycle Bin, and Folder. 3. Student will be able to differentiate between an Icon and a Folder on the Desktop. 4. Student will be able to click Start button and open Start Menu. Student will be able to open any one application like Paint or Calculator from Start Menu.	1.To know about icons 2.To select and deselect icons sample screen recording. 3.To arrange the desktop icons 4.To know about the Start menu of Window 10 5.To know about the Live tiles: pinning tiles to start, resizing tiles, moving and grouping, as well as turning off Live tiles	

			Activity draw different software icons and name them.	Day 4		Mouse Click: Teacher says "Left Click" = tap desk once. "Right Click" = tap twice. "Double Click" = tap 4 times faster.	Display icons of common software like MS Word, Paint, Chrome, VLC, Calculator, PowerPoint. Discuss shape, color, and symbol meaning. Then students draw 5 icons in notebook and label them.	1.Students will be able to identify and name common software by their icons. 2. Students will be able to draw and recognize basic software icons and understand what each software is used for. 3. Students will develop observation and visual memory skills.	1.To know different software icons used in computer. 2. To understand the purpose of each software based on its icon. 3. To improve recognition and recall of software through drawing activity.	
			Lab session	Day 5		Teacher calls a color and students quickly name 3 objects of that color.	Hands-on practice.	Lab	Textbook practical	
			Text book question.	Day 6		Walk when I say Green Light. If I say Red Light, freeze	Read and write.	Answer the following question.	Able to read question and answer them.	
			Text book question.	Day 7		Walk in class. When I say a number, make groups of that many. If you're left out, jump 3 times."	Read and write.	Answer the following question.	Able to read question and answer them. Activity given in book.	
			Lab session	Day 8		Jump Opposite side Left-to-right Right-to-left	Hands-on practice.	Lab	Textbook practical	
3		Formattin g a Document	Changing the Font Type	September Day 1	September	Reading	Focus on reading and pronunciation	1.Read ICT terms with correct pronunciation and clarity.	1.Students will read basic ICT words fluently with correct pronunciation.	
			Applying Bold, Italic, and Underline.	Day 2		Tap both feet and clap your hands	Computer, projector, Display MS Word screen. Demonstrate Font group on Home tab using screen share. Show how to select text and change font type, size, color. Demonstrate Bold *B, Italic *I, Underline U buttons. Hands-on: Students type their name and apply Bold, Italic, Underline on different words.	1.Student will be able to open MS Word and type simple text. 2.Student will be able to select text using mouse. 3.Student will be able to change font type and font size from Home tab. 4.Student will be able to apply Bold, Italic, and Underline to selected text. 5.Student will be able to identify Bold, Italic, Underline buttons on the Ribbon.	1.To understand what is meant by formatting. 2.To know how to change the font type. 3. To know how to change the font style using the Bold, Italic, and Underline options.	

			Changing Text Colour, Changing Text Case, Changing Text Alignment	Day 3		Robot walk 3 steps, Robot freeze, Robot wave, Robot sit.	Demonstrate Font Color button *A* and Text Alignment buttons Left, Center, Right, Justify on Home tab using screen share. Show how to change text case using *Aa* button.	1. Student will be able to select text in MS Word. 2. Student will be able to change text colour using Font Color button. 3. Student will be able to change text case to UPPERCASE and lowercase using Change Case button. 4. Student will be able to apply Left, Center, and Right alignment to text. 5.Student will be able to identify Font Color and Alignment buttons on the Home tab.	1. To know how to change the text colour. 2. To know how to change the text case. 3.To know how to change the text alignment.	
			Applying Superscript and Subscript Effects, Creating a Bulleted or Numbered list,	Day 4		Clap-clap, Snap-snap,Point left, Point right, Touch nose.	Computer, smartboard, projector, Display MS Word screen. Demonstrate Superscript X ² and Subscript X ₂ buttons on Home tab. Show Bullets and Numbering buttons. Demonstrate Border and Shading from Paragraph group.	1. Student will be able to create a bulleted list and a numbered list of items. 2. Student will be able to apply shading/color fill to selected text. 3.Student will be able to identify Superscript, Subscript, Bullets, Numbering, and Border buttons on Home tab.	1.To know how to apply superscript and subscript effect. 2.To know how to create a bulleted or numbered list.	
			Lab session Applying Border and Shading	Day 5		Spell & Jump: Teacher spells a computer word C-O-M-P-U-T-E-R. Students jump for each letter	Demonstrate how to applying border and shading.	1. Student will be able to apply border around selected text or paragraph.	1.To know how to apply border and shading.	
			Text book question.	Day 6		Touch your nose, ears, eye and head.	Read and write.	Answer the following question.	Able to read question and answer them.	
			Text book question.	Day 7		Tap both feet and clap your hands	Read and write.	Answer the following question.	Able to read question and answer them. Activity given in book.	
			Lab session	Day 8		Touch right elbow to left knee, then left elbow to right knee.	Hands-on practice.	Lab	Textbook practical	
4		More on Microsoft Word	Microsoft Word	November Day 1	November	Reading	Focus on reading and pronunciation	1.Read ICT terms with correct pronunciation and clarity. 2. Student will be able to identify the Format Painter tool on Home tab.	1.Students will read basic ICT words fluently with correct pronunciation.	
			Copy Formatting to Another selection, Finding Text.	Day 2		Face Yoga: Big smile, Surprise face, Angry face, Close eyes, Open eyes.	Display MS Word screen. Demonstrate Format Painter tool from Home tab using screen share. Show how to copy Bold,	1. Student will be able to use Format Painter to copy text formatting like Bold, Color, Font size to another selection. 2. Student will be able to open	1. To know how to copy and apply formatting 2.To know how to find and replace text	

							Color, Font style from one word to another.	Find option using Find button or Ctrl+ F. Student will be able to explain the use of Format Painter in MS Word.		
			Replacing the text, Page Formatting Lab session	Day 3		Finger Count: Show 5 fingers, Hide 2, Show 8, Hide 8, Show 1, Fold hands.	Demonstrate Find & Replace using Ctrl+ H. Show Page Layout tab for Margin, Orientation, Size. Hands-on: Students replace word "cat" with "dog".	1. Student will be able to open Find and Replace box using Ctrl+ H. 2. Student will be able to replace one word with another in MS Word. 3. Student will be able to change Page Orientation to Portrait or Landscape. Student will be able to set Page Margins to Normal or Narrow.	1. To know about Find and Replace feature in MS Word. 2. To understand basic Page Formatting like Orientation and Margins. To know how to edit documents quickly.	
			Setting page Properties, Previewing a Document, Printing Document. Lab session	Day 4		Spell C-O-M-P-U-T-E-R, 1 jump per letter, Sit on R.	computer, smartboard, projector. Demonstrate Page Layout tab → Size, Margins. Show File → Print for Print Preview. Demonstrate Print button and printer selection	1. Student will be able to set Page Size to A4 or Letter from Page Layout tab. 2. Student will be able to open Print Preview using File → Print or Ctrl+ P. 3. Student will be able to identify Print button and printer name. Student will be able to print a document.	1. To know about Page Properties like Size and Margins. 2.To understand the use of Print Preview before printing. 2. To know the steps to print a document in MS Word. To avoid wasting paper by checking preview first.	
			Text book question.	Day 5		You say "Keyboard". Next student says a word starting with "D" like "Desktop". 1 word per student, 1 minute	Read and write.	Answer the following question.	Able to read question and answer them.	
			Text book question.	Day 6		Ask GK/Computer questions. If answer is "Yes", stand. If "No", sit. Ex: "Is mouse an input device?" "Is 10 + 5 = 20?"	Read and write.	Answer the following question.	Able to read question and answer them. Activity given in book.	
5		Simple Movem ent of a Sprite	Creating a New Project, Adding a New Sprite, Changing the Costume.	December Day 1	December	Reading Stand when I say Sit, Sit when I say Stand, Clap when I say Stop.	Computer, smartboard, projector. Open Scratch software. Demonstrate how to click "Create" for new project.	1. Student will be able to open Scratch and create a new project. 2.Student will be able to add a new script using drag and drop blocks. 3. Student will be able to run the script by clicking Green Flag. 4.Student will be able to change the costume of a sprite from Costumes tab	1.Students will read basic ICT words fluently with correct pronunciation. 2.To know how to create a new Project. 3.To know how to add a new sprite 4.To know how to change the costume of a sprite.	

			Making a Sprite Say Something, Repeating Actions. Lab session.	Day 2		Draw big circle in air, Draw square, Draw your name first letter, Hands down.	Demonstrate "say Hello" block from Looks. Show "repeat 10" block from Control to repeat actions.	1. Student will be able to use "say" block to make sprite talk. 2. Student will be able to change message in the "say" block. 3. Student will be able to use "repeat" block from Control to repeat actions. Student will be able to join "say" block with "repeat" block to make sprite talk many times.	1.To know how to make a sprite say something. 2.To know how to make a sprite repeat actions using loops. To know how to use repeat and forever blocks.	
			Changing the Backdrop, Adding sound.	Day 3		Up-Down Reverse Hands UP = hands DOWN = hands DOWN = hands UP. Hands OUT = hands IN.	Demonstrate "Choose a Backdrop" button at bottom-right to change stage background. Show "Sounds" tab and "play sound."	1. Student will be able to change the backdrop of stage using Choose a Backdrop button. 2. Student will be able to select a new backdrop from Backdrop Library. Student will be able to add "play sound" block from Sound to the script.	1.To know how to change the Backdrop. 2.To know how to add sound effects or music in a Scratch project. 3. To know how to use sound blocks in scripts	
			Text book question.	Day 4`		Keyboard Keys: Teacher calls "Ctrl!", students touch head. "Alt!", touch shoulders. "Delete!", shake hands. 1 min fast.	Read and write.	Answer the following question.	Able to read question and answer them. Activity given in book.	
			Lab session	Day 5		When I say WALK FAST, walk SLOW motion. When I say WALK SLOW, walk FAST in place.	Hands-on practice.	Lab	Textbook practical	
			Lab session	Day 6		Backward bending and forward leaning on giving commands-delete and save	Hands-on practice.	Lab	Textbook practical	
6		Microsoft PowerPoint	Presentation, Starting PowerPoint,	January Day 1	January	Reading When I say STAND, you SIT. When I say SIT, you STAND. When I say CLAP, you FREEZE.	Hands on practice open MS PowerPoint. Show how to start PowerPoint from Start menu. Explain components: Slide, Title Bar, Ribbon, Slide Pane. Demonstrate File → New → Blank Presentation.	1. Student will be able to start MS PowerPoint from Start menu. 2. Student will be able to create a new blank presentation using File → New.	1.To understand the meaning of a presentation 2.To identify different uses of a presentation and open Microsoft PowerPoint.	

			Components of PowerPoint, Creating a New Presentation	Day 2		Up-Down Reverse Hands UP = hands DOWN. Hands DOWN = hands UP. Hands OUT = hands IN.	Hands on practice open MS PowerPoint. Show how to start PowerPoint from Start menu. Explain components: Slide, Title Bar, Ribbon, Slide Pane. Demonstrate File → New → Blank Presentation	1.Student will be able to identify components: Title Bar, Ribbon, Slide Pane, Slide. 2. Student will be able to name a presentation as a collection of slides	1.To recognize the parts of the PowerPoint window. 2.To create a blank presentation and add text in placeholders. 3.To create a presentation using a template.	
			Saving a Presentation, Closing and	Day 3		Students will act like robots, use physical actions like pointing, clapping, turning etc.	Demonstrate File → Save with Ctrl +S and naming file. Show File → Close to close presentation. Show File → Exit to exit PowerPoint. Demonstrate File → Open to open saved file.	1. Student will be able to save a presentation using File → Save or Ctrl+ S. 2.Student will be able to close a presentation using File → Close.	1. To save a presentation correctly. 2.To close and exit PowerPoint.	