



ANAND NIKETAN SCHOOL

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Grade 9 Split up syllabus (2023 - 2024)

Month	English	Content/Sub Topic	Activity
April	The Lost Child	The Lost Child illustrates the lesson to students that children love their parents unconditionally. Although parents rebuke their children sometimes for their good, children always want their parents around them and feel lost in their absence.	Prepare a lookout notice for a lost child
	The Adventures of Toto	The Adventures of Toto illustrates the lesson to students that one must behave responsibly in a congenial environment and should not create nuisance and become intolerable to others.	Write an adventurous narrative formed by oneself
	In the Kingdom of Fools	In the Kingdom of Fools illustrates that we should stay away from foolish people otherwise we may end up suffering or may fall into trouble for such people. Besides, foolish people need to be dealt with wisdom rather than logic.	Prepare a summary and the narrative describing the story in short
June	The Happy Prince	The Happy Prince teaches us that we should show compassion towards the needy and help them however we can.	Prepare a paragraph describing the story in short
	The Fun They Had	The Fun They Had illustrates how emerging technology is slowly taking precedence over various things around us. In the near future, it wouldn't be surprising to see if human teachers are replaced by mechanical devices or robots.	Students detailing about the poetic devices using the cards
	The Sound of Music	The Sound of Music illustrates how music binds people and is not limited to one person only. Music is a universal language that is loved and adored by people of different caste, creed, colour or race.	Prepare a poem of your own choice describing about the beauty of music
	Reported Speech		Complete the work sheet provided
	Clauses		Complete the work sheet provided
July	The Little Girl		Prepare a poster discussing the importance to protect Girls from exploitation
	A Truly Beautiful Mind	This is a short biography of his where some of his qualities have been highlighted – Albert's interest in Mathematics and Physics and also his humanitarian attribute.	Complete the sentences below by filling in the blanks with suitable participial clauses.
	The Road Not Taken	The poem describes someone standing at a fork, or turning point, in a road in the woods, trying to decide which road he's going to take.	Read the quote at the beginning of the article. How do you think Frost felt about poetry? Why do you think that?
	Wind	The poet conveys a solid message that we ought not to cry or view ourselves as powerless when issues emerge in our lives. All things being equal, we should consider them a chance to investigate our capacity and solidarity to confront them with fortitude.	Students detailing about the poetic devices using the cards
August	Weathering the Storm in Ersama	Weathering the Storm in Ersama illustrates how we should form a community of workers wherever a calamity strikes so that we can help people rather than merely depending on the government for aid.	Prepare a story of your own describing the theme of "Power of Youth"

	The Last Leaf	'The Last Leaf' is a wonderful story which conveys a message to people who are demotivated or are depressed that one must have a sheer will to live one's life.	Prepare a story explaining the life of a Cancer patient
	A House is not a Home	A House Is Not a Home explains that one must be ready to face the challenges of life with courage and not get bogged down by the ups and downs of life. People encounter several challenges in life on a day-to-day basis, but they must stand firm and face all hurdles courageously.	Prepare a diary explaining your ancestral house
	Tenses	Rules of tenses in English Grammar, Present Tense	Complete the worksheet
September	The Beggar	The Beggar teaches students that if one has the will to work hard and reach a goal, with dedication and will power one can achieve success in life.	Think about the condition of human life in hierarchical society and share
	Statements	Types: Declarative, Interrogative, Imperative and Exclamatory.	Interactive demonstration of all sentence varieties by the students
	Tenses	Rules of tenses in English Grammar, Past Tense	Complete the worksheet
	My Childhood	The students are able to identify the adjectives correctly, APJ talks about his upbringing, his parents and siblings. He tells us about his friends and all those things that influenced his childhood.	Rewrite the sentences below, changing the verbs in brackets into the passive form.
October	Packing	Packing teaches students how packing can indeed be a tiring task if not done properly. Moreover, when done with friends, it may become a little messy and time-consuming but it has its own charm and fun.	Prepare a quiz based on the chapter in groups
	Reach for the Top	Reach for the Top, students learn from two inspiring women that due diligence, dedication and hard work always pays off and reaps us a fruitful outcome. This chapter serves as an encouragement for students to take note that if they find some motivation to pursue their dreams, they should make the best use of it in order to walk the path of success.	Prepare a detailed description of the personalities who have achieved their dreams as an inspiration to others
November	Subject - Verb Concord	Rules, Connection between subject, Verb and object	Complete the worksheet
	Tenses	Rules of tenses in English Grammar, Future Tense	Complete the worksheet
	Modals	The rules and their contextual usage	Complete the worksheet
December	The Bond of Love	The Bond of Love teaches students that a true bond of love is not restricted to humans only, even pet animals understand the care and love that we share with them. Being loved is one of the most prized gifts that can be felt by anyone.	Conduct a debate based on the topic Humanity and Future
	If I were You	If I Were You teaches the lesson to students that we must not be over-confident and remain vigilant about our surroundings, so that even in tough circumstances, we maintain cool-headedness and are able to handle critical situations with ease.	Role play of the drama by the students in groups
	Determiners	Types; Article, Quantifiers, Demonstrative, Possessive, Number, Ordinals., Changes with the Noun.	Complete the worksheet in groups.
January	No Men are Foreign	"No Men Are Foreign" is a poem which promotes the concept of universal brotherhood. The poet says that everyone in this world is the same. All men are equal.	Conduct a debate upon Nationalism and discrimination
	On Killing a Tree	The poem depicts a clear picture of man's cruelty towards trees. The poet states that trees are living things, and we should not cut them. Destroying a tree is like killing a human being.	Class presentation on the topic the Destruction caused by humans on the Environment

	The Snake Trying	Snakes are thought to be fearsome symbols of death. But, in this poem, the snake is described as a victim himself. He tries to escape from being hit by humans who are trying to kill him.	Sit in pairs and share the concepts with others
	Descriptive Paragraph	Diary writing	Prepare a diary on the night when you saw an animal being tortured and killed by the humans
	Revision		
February	Revision		
Month	Hindi	Content/Sub Topic	Activity
April	पाठ-1 दुःख का अधिकार	गरीबों की मजबूरी तथा धनी लोगों की निर्ममता का व्यंग्य पूर्ण वर्णन करना।	किसी अन्य गरीब महिला की कहानी कक्षा में सुनाना।
	पाठ 2 एवरेस्ट मेरी शिखर यात्रा	गरीबों की मजबूरी तथा धनी लोगों की निर्ममता का व्यंग्य पूर्ण वर्णन करना।	आगे बढ़ती भारतीय महिलाओं में से किसी एक महिला का चित्र लगाना तथा उसकी संक्षिप्त जानकारी लिखना।
	प्रत्यय-उपसर्ग	प्रत्यय उपसर्ग लगाकर नवीन शब्दों का निर्माण करना।	प्रत्यय और उपसर्ग लगाकर नवीन शब्दों का निर्माण करना।
	अनुच्छेद लेखन	संकेत बिंदुओं के आधार पर अनुच्छेद लेखन करना।	किसी पसंद के विषय पर अनुच्छेद लिखना।
June	पाठ-6 रैदास	आराध्य के प्रति आसक्ति, भगवान की कृपा और उसके समदर्शी भाव का वर्णन।	अन्य भक्ति काल के कवि के पदों को कक्षा में सुनाना।
	पाठ-1 गिल्लू (संचयन)	गिलहरी के संपूर्ण जीवन रेखा चित्र के माध्यम से प्रदर्शित करना।	अपने किसी पालतू जीव के बारे में बताना।
	अनुस्वार, अनुनासिक, नुक्ता	प्रयोग के आधार पर अंतर को स्पष्ट करना।	विभिन्न शब्दों के माध्यम से नुक्ता, अनुस्वार, अनुनासिक की पहचान करना।
July	पाठ-7 रहीम	मानव के जीवनोपयोगी शिक्षाओं को नीतिपरक दोहों के माध्यम से वर्णन करना।	अन्य नीतिपरक दोहों को कक्षा में सुनाना।
	पत्र लेखन	औपचारिक तथा अनौपचारिक पत्रों के प्रारूप को तथा वर्ण्य विषय को समझाना।	तात्कालीन विषय पर पत्र लेखन करवाना।
August	पाठ-3 तुम कब जाओगे- अतिथि	अनावश्यक आए हुए अतिथि से जुड़ी समस्याओं का अध्ययन।	किसी अपने घर आए ऐसे अतिथि के बारे में बताना।
	पाठ-2 स्मृति (संचयन)	बाल्यावस्था की जोखिम पूर्ण घटनाओं का सजीव चित्रण।	अपनी बाल्यावस्था की किसी जोखिम पूर्ण घटना के बारे में बताना।
	स्वर संधि	संधि के प्रकार एवं परिभाषाओं का अध्ययन।	कक्षा में संधि के लिए प्रश्नोत्तरी प्रतियोगिता रखना।
September	अर्थ की दृष्टि से वाक्य भेद	संवाद योजना के द्वारा वाक्यों की पहचान।	वाक्यों को शब्दों के द्वारा पहचान करना।
	संवाद लेखन	संवाद के नियमों का ज्ञान कराना।	कक्षा में संवाद योजना प्रस्तुत करना।
October	पाठ-4 वैज्ञानिक चेतना के वाहक चंद्रशेखर वेंकटरामन	पाठ के माध्यम से वास्तविक धरातल से उनको जोड़ना और उसके प्राकृतिक सौंदर्य का वर्णन करना।	किसी अन्य उपेक्षित प्राकृतिक सौंदर्य का वर्णन करना।
November	8. गीत-अगीत		
		Portfolio/project for Diwali Vacation	
December	पाठ-9 अग्नि पथ	जीवन में आगे बढ़ने की प्रेरणा देना।	जीवन के उस क्षण का वर्णन करना जिसमें आप कमजोर पड़े हो।

	पाठ -11 नए इलाके में---पाठ-3कल्लू कुम्हार की उनाकोटी	मजदूर वर्ग की वास्तविक स्थिति का ज्ञान कराना।	श्रमिक वर्ग पर अपनी व्यक्तिगत राय बताना।
January	पाठ-5 शुक्र तारे के समान	मनुष्य की वास्तविक स्थिति का बोध कराना	स्वतंत्रता आंदोलन में गांधीजी का योगदान' विषय पर कक्षा में परिचर्चा आयोजित करना।
	पाठ-4 मेरा छोटा -सा निजी पुस्तकालय (संचयन)	महात्मा गांधी की दांडी यात्रा का वर्णन।	गांधी जी के प्रमुख आंदोलनों का संक्षिप्त में वर्णन करना।
	विराम चिन्ह	विराम चिन्हों का उपयोग एवं महत्ता को स्पष्ट करना।	विराम चिन्हों का प्रयोग करते हुए आदर्श वाक्य का निर्माण करना।
	चित्र वर्णन	कल्पना शक्ति का विकास करना।	चित्र दिखाकर कहानी का निर्माण करना।
February	REVISION		
Month	Mathematics	Content/Sub Topic	Activity
April	1. NUMBER SYSTEMS	Irrational Numbers, Real Numbers and their Decimal Expansions, Representing Real Numbers on the Number Line, Operations on Real Numbers, Laws of Exponents for Real Numbers	1) Constructing the "Square Root Spiral" (Art Integration) 2) Identifying square rectangular shaped objects in daily life and verify their length of diagonals are rational/irrational numbers
June	3. COORDINATE GEOMETRY	Cartesian System, Plotting a Point in the Plane if its Coordinates are given	To obtain the mirror image of a given geometrical figure with respect to x-axis and y-axis.
	4. LINEAR EQUATIONS IN TWO VARIABLES	Linear Equations, Solution of a Linear Equation, Graph of a Linear Equation in Two Variables, Equations of Lines Parallel to x-axis and y-axis	Graph activity by using Ms. Excel, Students will make cartoon strip on applications
July	5. INTRODUCTION TO EUCLID'S GEOMETRY	Euclid's Definitions, Axioms and Postulates, Equivalent Versions of Euclid's Fifth Postulate	Students will write article on importance of geometry in real life.
	6. LINES AND ANGLES	Basic Terms and Definitions, Intersecting Lines and Non-intersecting Lines, Pairs of Angles, Parallel Lines and a Transversal, Lines Parallel to the same Line, Angle Sum Property of a Triangle	Quiz
August	7. TRIANGLES	Congruence of Triangles, Criteria for Congruence of Triangles, Some Properties of a Triangle, Some More Criteria for Congruence of Triangles, Inequalities in a Triangle	Tengram activity. Geometric art by using triangle.
	12. HERON'S FORMULA	Area of a Triangle – by Heron's Formula, Application of Heron's Formula in finding Areas of Quadrilaterals	Biography of Mathematician
September	14. STATISTICS	Collection of Data, Presentation of Data, Graphical Representation of Data, Measures of Central Tendency	Survey by using Google form
October	8. QUADRILATERALS	Angle Sum Property of a Quadrilateral, Types of Quadrilaterals, Properties of a Parallelogram, Another Condition for a Quadrilateral to be a Parallelogram, The Mid-point Theorem	Students will make TLM on properties of quadrilateral
November	10. CIRCLES	Circles and its Related Terms, Angle Subtended by a Chord at a Point, Perpendicular from the Centre to a Chord,	To verify that angle subtended by an Arc at the centre is twice the angle subtended by the same Arc at any other point on the remaining part of the circle.
December	10. CIRCLES (Conti...)	Equal Chords and their Distances from the Centre, Angle Subtended by an Arc of a Circle, Cyclic Quadrilaterals	Use Geo board to verify properties of circle

	2. POLYNOMIALS	Polynomials in One Variable, Zeroes of a Polynomial, Remainder Theorem, Factorisation of Polynomials, Algebraic Identities	Students will make mind map to explain different concept of polynomial
January	13. SURFACE AREAS AND VOLUMES	Surface Area of a Right Circular Cylinder, Surface Area of a Right Circular Cone, Surface Area of a Sphere, Volume of a Cylinder, Volume of a Right Circular Cone, Volume of a Sphere	Students will use clay and make different shape of objects and find their surface area and volume

Chemistry

Month	Chapter No./ Chapter's Name	Topics	
April	1. Matter In Our Surroundings	Matter-nature And Behavior Definition Of Matter; Solid, Liquid And Gas; Characteristics - Shape, Volume, Density.	Take 2-3 crystals of potassium permanganate and dissolve them in 100 mL of water. Take out approximately 10 mL of this solution and put it into 90 mL of clear water. Take out 10 mL of this solution and put it into another 90 mL of clear water. Keep diluting the solution like this 5 to 8 times.
June	Matter In Our Surroundings (conti...)	Change Of State-melting (absorption Of Heat), Freezing, Evaporation (cooling By Evaporation), Condensation, Sublimation.	Take two glasses/beakers filled with water. Put a drop of blue or red ink slowly and carefully along the sides of the first beaker and honey in the same way in the second beaker. Leave them undisturbed in your house or in a corner of the class. Record your observations. What do you observe immediately after adding the ink drop? What do you observe immediately after adding a drop of honey? How many hours or days does it take for the colour of ink to spread evenly throughout the water?
July	2. Is Matter Around Us Pure	Nature Of Matter: Elements, Compounds And Mixtures. Heterogeneous And Homogenous Mixtures,	Divide the class into four groups – A, B, C, and D. <ul style="list-style-type: none"> • Distribute the following samples to each group: • Few crystals of copper sulphate to group A. • One spatula full of copper sulphate to group B. • Chalk powder or wheat flour to group C. • Few drops of milk or ink to group D. • Each group should add the given sample to water and stir properly using a glass rod. Are the particles in the mixture visible? • Direct a beam of light from a torch through the beaker containing the mixture and observe from the front. Was the path of the beam of light visible? • Leave the mixtures undisturbed for a few minutes (and set up the filtration apparatus in the meantime). Is the mixture stable or do the particles begin to settle after some time? • Filter the mixture. Is there any residue on the filter paper?
		Pre Mid Term Exam	
August	Is Matter Around Us Pure (conti...)	Colloids And Suspensions. Particle Nature And Basic Units.	

September	3. Atoms And Molecules	Atoms And Molecules, Law Of Constant Proportions, Atomic And Molecular Masses. Mole Concept: Relationship Of Mole To Mass Of The Particles And Numbers.	Comb dry hair. does the comb then attract a small piece of paper? Rub a glass rod with a silk cloth and bring the rod near an inflated balloon. Observe what happens.
		Half Yearly Exam	
October	4. Structure Of Atoms:	Structure Of Atoms: Electrons, Protons And Neutrons, Valency	Take 1.25g of copper sulphate in a test tube and dissolve in 10ml of water, Take 1.43 g of sodium carbonate in a conical flask and dissolve in 10ml of water. Hang the small test tube in the flask carefully; see that the solutions do not get mixed. Put a cork on the flask. Note the observation
November	Structure Of Atoms: (conti...)	Chemical Formula Of Common Compounds. Isotopes And Isobars.	
December	14. Natural Resources	Our Environment Physical Resources: Air, Water, Soil. Air For Respiration, For Combustion, For Moderating Temperatures; Movements Of Air And Its Role In Bringing Rains Across India.	Take a beaker filled with water, another filled with soil, a closed bottle, and an empty beaker containing a thermometer. Keep them in bright sunlight for three hours. Measure the temperature of all three containers along with the temperature of the empty beaker. All the containers to rest in shade for an equal time duration. . Measure the temperature of all three containers along with the temperature of the empty beaker.
January	Natural Resources (conti...)	Post Mid Term Exam	
		Air, Water And Soil Pollution (brief Introduction). Holes In Ozone Layer And The Probable Damages. Bio-geo Chemical Cycles In Nature: Water, Oxygen, Carbon And Nitrogen.	Take a beaker filled with water, another filled with soil, a closed bottle, and an empty beaker containing a thermometer. Keep them in bright sunlight for three hours. Measure the temperature of all three containers along with the temperature of the empty beaker. All the containers to rest in shade for an equal time duration. . Measure the temperature of all three containers along with the temperature of the empty beaker.
February	Chemistry	Annual Exam	

Month	Physics	Content/Sub Topic	Activity
April	Motion	Motion	How to determine the direction of motion of a body moving in a circular path?
		Distance and Displacement	Case study
		Speed and Velocity	
		Acceleration	
June	Force And Laws Of Motion	Force and its effects	Students will make toys from trash to demonstrate Newton's Law
		Balanced Force and Unbalanced Force	
		Newton's First Law of Motion	Students will make cartoon strip on computer which explain concept
		Newton's Second Law of Motion	
		Mathematical formulation of Newton's Second Law of Motion	
		Applications of Newton's 1st and 2nd Law of Motion	
July	Force And Laws Of Motion	Newton's Third Law of Motion	
		Applications of Newton's Third Law of Motion	
	Gravitation	Gravitation.	Show effects of gravity through experiments
		Universal Law of Gravitation.	

August	Gravitation	Free Fall.	Students will check mass and weight of an object by using physical balance and spring balance
		Acceleration Due to Gravity (g)	
		Difference between G and g.	
		Mass and Weight.	
		Weight of an Object on the Surface of Moon.	
September	Revision		
October	Flotation	Thrust and Pressure	Measure volume of irregular shape of object
		Factors affecting Pressure	
		Applications of Pressure in daily life	
		Buoyancy & Buoyant Force:	
		Factors affecting the Buoyant Force	
		Archimedes' Principle	
		Applications of Archimedes' Principle	
		Density	
November	Sound	Sound-Production and Propagation.	Make sound tool by using straw
		Medium.	
		Wave and its Types.	
		Characteristics of Sound.	
		Audible Frequency.	
December	Sound	Reflection of Sound and its Laws.	
		Applications of Reflection of Sound.	
January	Work And Energy	Work ,Energy and its forms	Prepare Model on Wireless Energy
		Kinetic Energy and its expression	
		Potential Energy and its expression	
		Conservation of Energy, Unit of Energy	

Month	Chapter No./ Chapter's Name	Topics	Activity/Experiments
April	5. The Fundamental Undamental Unit Of Life	Structure And Function Of Plant And Animal Cells - plasma Membrane, Cell Wall, Nucleus And Cytoplasm	To prepare stained temporary mounts of onion peel and human cheek cells and record the observations.
June	5. The Fundamental Undamental Unit Of Life	Cell Organelles -endoplasmic Reticulum (ER), Golgi Apparatus, Lysosomes, Mitochondria, Vacuoles, Plastids.	To prepare cell wheels and lapbooks for prokaryotic, eukaryotic, plant cell and animal cell
July		Pre-mid Term Exam	
	5. The Fundamental Undamental Unit Of Life	Cell Division-Mitosis and Meiosis	To prepare flash cards for various cell stages of mitosis and meiosis
August	6. Tissues	Plant Tissues : Meristematic Tissue And Permanents Tissues.	To identify parenchyma, collenchyma and sclerenchyma tissues in plants from prepared slides and to draw their labeled diagrams.
September		Animal Tissues: Epithelial Tissue	
		Revision for Half yearly Exams	
		Half Yearly Exam	
October	6. Tissues	Animal Tissues: Connective Tissue, Muscular Tissue, Nervous Tissue	To study different animal tissues (striped muscle fibers, smooth muscle fibres and nerve cells)through permanent slides
November		Portfolio/project for Diwali Vacation	
December	12. Improvement Mprovement In Food Resources Esources	Improvement In Crop Yields, Crop Variety Improvement, Crop Production Management: Nutrient Management, Irrigation,	Students will take interview of a farmer and try to understand their problems as well as how do they adopt new technologies and methods in farming.
January		Cropping Paterns, Crop Protection Management: storage Of Grains, Organic Farming	
February		Revision And Annual Examinations	

Month	Chapter No./ Chapter's Name	Topics	Activity
April	Geography : Ch : 1 ; India - Size and Location	1. LOCATION 2. SIZE 3. INDIA'S NEIGHBOURS	Learners will show the following places / locations on the outline map of India. 1. India's neighbouring countries 2. Standard Meridian of India 3. Tropic of Cancer
June	Economics : Ch : 1 ; The Story of Village Palampur	1. Organisation of Production 2. Farming in Palampur 3. Non-Farm Activities in Palampur	Learners will visit the country yard during the weekends and they will collect the following data of a particular village. 1. Number of large, medium and small farmers 2. Crops cultivated during the season / year 3. Loans taken by farmers from various sources 4. Investment done by farmers in terms of fixed capital and working capital.
Pre-Mld Term Examination			
July	Geography : Ch : 2 ; Physical Features of India	(1) The Himalayan Mountains (2) The Northern Plains (3) The Peninsular Plateau (4) The Indian Desert (5) The Coastal Plains (6) The Islands	Learners will show the following places / locations on the outline map of India. 1. Shiwaliks 2. Mount K2 3. Western Ghats & Eastern ghats 4. Lakshadweep and Andaman & Nicobar Islands 5. Thar Desert 6. Deccan Plateau
	Economics : Ch : 2 ; People as Resource	1. Economic Activities by Men and Women 2. Quality of Population 3. Unemployment	Learners will share their ideas based on the story of Vilas and Sakal given in the text book. They will share their views that how the factors like health and education can change the future of any individual and help in forming a strong society.
August	Economics : Ch : 3 ; Poverty as a Challenge.	1. Two Typical Cases of Poverty 2. Causes of Poverty 3. Global Poverty Scenario 4. Poverty Estimates	Learners will collect the data of poverty from the open sources available world wide and depict it in the following form. 1. Draw a Bar graph showing the poverty in various states in India (% of total population) 2. Draw a line graph showing the poverty trends in various continents of the world during last 20 years
	Geography : Ch : 3 Drainage	1. DRAINAGE SYSTEMS IN INDIA 2. The Himalayan Rivers 3. The Peninsular Rivers 4. LAKES 5. ROLE OF RIVERS IN THE ECONOMY 6. RIVER POLLUTION	Learners will show the following places / locations on the outline map of India. 1. A river emerges from Mansarovar and drains in to the Bay of Bengal 2. A river passed through the gorges and meets Arabian sea 3. Dakshin Ganga 4. A river emerges from the Mansarovar and meets Arabian sea.
Mld Term Examination			
September	Geography : Ch : 4 ; Climate	1. CLIMATIC CONTROLS 2. FACTORS AFFECTING INDIA'S CLIMATE 3. THE INDIAN MONSOON 4. THE ONSET OF THE MONSOON AND WITHDRAWAL 5. THE SEASONS 6. DISTRIBUTION OF RAINFALL 7. MONSOON AS A UNIFYING BOND	Learners will make a bar graph of production of food grains (million tonnes) in India since the Green Revolution till the date. Learners will be divided in to the various groups. Each group will explain the various terminologies of the Public Distribution System in detail. 1. PDS 2. RPDS 3. TPDS 4. AAY 5. APS 6. NFSA

October	Economics : Ch : 4 ; Food Security in India	1. Two case studies 2. Green revolution 3. The National Food Security Act, 2013 4. Antyodaya Anna Yojana (AAY) 5. Role of cooperatives in food security	
November		Portfolio/project for Diwali Vacation	1. RELIEF 2. CLIMATE 3. TYPES OF VEGETATION 4. WILDLIFE 5. MEDICINAL PLANTS
December	Geography : Ch : 5 ; Natural Vegetation and Wild Life	1. RELIEF 2. CLIMATE 3. TYPES OF VEGETATION 4. WILDLIFE 5. MEDICINAL PLANTS	Learners will show the following places / locations on the outline map of India. 1. The largest state in terms of population 2. The smallest state in terms of population 3. The most dense state in terms of population
January	Geography : Ch : 6 ; Population	1. POPULATION SIZE AND DISTRIBUTION 2. POPULATION GROWTH AND PROCESSES OF POPULATION CHANGE 3. Processes of Population Change/Growth	
February	(Activity based...)	Revision And Annual Examinations	
Month	Chapter No./ Chapter's Name	Topics	Activity
April	History : Ch : 1 ; The French Revolution	1. French Society During the Late Eighteenth Century 2. The Outbreak of the Revolution 3. France Abolishes Monarchy and Becomes a Republic 4. Did Women have a Revolution? 5. The Abolition of Slavery 6. The Revolution and Everyday Life	Learners will describe all the events of the French Revolution with the help of a time line. Learners will also describe following two terminologies with the help of a flow chart. 1. How a Subsistence Crisis Happens 2. Provisions of the Constitutional Monarchy
June	Civics : Ch : 1 ; What is Democracy? Why Democracy?	1. WHAT IS DEMOCRACY? 2. FEATURES OF DEMOCRACY 3. WHY DEMOCRACY? 4. BROADER MEANINGS OF DEMOCRACY	Learners will have a debate on the merits on the democracy over the following topics. 1. Arguments for democracy 2. Arguments against democracy
Pre-Mid Term Examination			
July	History : Ch : 2 ; Socialism in Europe and the Russian Revolution..... Continue.....	1. The Age of Social Change 2. The Russian Revolution 3. The February Revolution in Petrograd 4. What Changed after October? 5. The Global Influence of the Russian Revolution and the USSR	Learners will describe all the events of the Russian Revolution with the help of the time line. Learners will be divided in to the groups. Each group will share its views and ideas over the impact of Russian revolution on the world in the context of the emergence of the Socialism and the Communism.
August	History : Ch : 2 ; Socialism in Europe and the Russian Revolution	1. The Age of Social Change 2. The Russian Revolution 3. The February Revolution in Petrograd 4. What Changed after October? 5. The Global Influence of the Russian Revolution and the USSR	Learners will describe all the events of the Russian Revolution with the help of the time line. Learners will be divided in to the groups. Each group will share its views and ideas over the impact of Russian revolution on the world in the context of the emergence of the Socialism and the Communism.
	Civics : Ch : 2 ; Constitutional Design.	1. DEMOCRATIC CONSTITUTION IN SOUTH AFRICA 2. WHY DO WE NEED A CONSTITUTION? 3. MAKING OF THE INDIAN CONSTITUTION 4. GUIDING VALUES OF THE INDIAN CONSTITUTION	Learners will be divided in to the ten groups. Each group will explain the following Constitutional words used in our preamble. 1. We, the people of India 2. Sovereign 3. Socialist 4. Secular 5. Democratic 6. Republic 7. Justice 8. Liberty 9. Equality 10. Fraternity
Mid Term Examination			

September	History : Ch : 3 ; Nazism and the Rise of Hitler..... Continue	1. Birth of the Weimar Republic 2. Hitler's Rise to Power 3. The Nazi Worldview 4. Youth in Nazi Germany 5. Ordinary People and the Crimes Against Humanity	Learners will describe all the events happened in Germany between the two world wars with the help of a time line. Learners will also describe the "Nazi Steps to Death" for the unwanted citizens before the Second World War with the help of a flow chart.
November	Portfolio/project for Diwali Vacation		
December	Civics : Ch : 3 ; Electoral Politics	1. WHY ELECTIONS? 2. WHAT IS OUR SYSTEM OF ELECTIONS? 3. WHAT MAKES ELECTIONS IN INDIA DEMOCRATIC?	"Learners will understand the popular participation of voters in various elections in India and some other important democratic countries in the world and they will depict this facts in the following ways. 1. Drawing a Line graph comparing the voters' turn out ratio in India and UK during the last five elections. 2. rawing a Bar graph comparing the voters' turn out ratio in India and US during the last five elections."
	Civics : Ch : 4 ; Working of Institutions..... Cont.....	1. HOW IS A MAJOR POLICY DECISION TAKEN? 2. PARLIAMENT 3. POLITICAL EXECUTIVE 4. THE JUDICIARY	Learners will have a debate on the decision making capacity and the importance of suggestions for the following two entities. 1. Political executive 2. Permanent executive
January	Civics : Ch : 4 ; Working of Institutions	1. HOW IS A MAJOR POLICY DECISION TAKEN? 2. PARLIAMENT 3. POLITICAL EXECUTIVE 4. THE JUDICIARY	Learners will have a debate on the decision making capacity and the importance of suggestions for the following two entities. 1. Political executive 2. Permanent executive

Information Technology			
Month	I.T	Content/Sub Topic	Activity
April	Part-A Employability Skills	Unit 1 : Communication Skills-I Unit 2 : Self-Management Skills-I	
	UNIT 1: INTRODUCTION TO IT-ITeS INDUSTRY		
	Chapter-1: Applications of IT- ITeS Industry	Introduction to IT and ITeS, BPO services, BPM industry in India, Structure of the IT-BPM industry, Applications of IT in home computing, everyday life, library, workplace, education, entertainment, communication, business, science and engineering, banking, insurance, marketing, health care, IT in the government and public service.	Identify and list the various IT enabled services, Observe the application of IT in various areas.
June	UNIT 2: DATA ENTRY AND KEYBOARDING SKILLS		
	Chapter-2: Using Data Entry Tools	Keyboarding Skills, Types of keys on keyboard, Numeric keypad, Home keys, Guide keys, Typing and deleting text, Typing ergonomics, Positioning of fingers on the keyboard, Allocation of keys to fingers on four different rows, Pointing device – Mouse, Mouse operations	1. Practice the correct typing ergonomics. 2. Practice to place fingers on correct key in four different row of keyboard. 3. Practice various mouse operations.
	Chapter-3: Using Typing Software	Introduction to Rapid Typing Tutor, Touch typing technique, User interface of Typing Tutor, Typing text and interpret results, Working with lesson editor, Calculating typing speed, Typing rhythm.	1. Practice to type text in typing tutor software and interpret the results. 2. Practice to work in lesson editor. 3. Calculate the typing speed.

July	UNIT 3: DIGITAL DOCUMENTATION		
	Chapter-4: Introduction to Word Processor	Introduction to word processing, Word processing applications, Introduction to Word Processing tool, Creating a document, Parts of a Word Processor Window, Cursor and mouse pointer.	Practical based on Word formatting
	Chapter-5: Editing a Document	Text editing – Undo and Redo, Moving and copying text, Copy and Paste, Selecting text, Selection criteria, Selecting non-consecutive text items, Selecting a vertical block of text, Find and replace option, Jumping to the page number, Non-printing characters, Checking spelling and grammar, Using Synonyms and Thesaurus.	1. Practical based on the keyboard and mouse options to select, cut, copy, paste, and move text. 2. Search the word from the text and replace it with another word. 3. Jump to the given page number in a document. 4. Check spelling and grammar and apply the changes to the document.
	Chapter-6: Formatting a Document	Page style dialog, Formatting text – Removing manual formatting, Common text formatting, Changing text case, Superscript and Subscript, Formatting paragraph, Using bullets and numbering, Assigning colour, border and background to paragraph, Page formatting, Creating header/footer and page numbers, Defining borders and backgrounds, Inserting images shapes, special characters in a document, Dividing page into columns, Formatting the shape or image.	Apply various formatting options in a document.
August	Chapter-7: Working with Tables	Creating table in Word Processor, Inserting row and column in a table, Deleting rows and columns, Splitting and merging tables, Deleting a table, Copying a table, Moving a table.	Practical based on tables.(Create table, Insert and delete rows and column in a table, Split and merge tables, Copy or move from one location to another location of document)
	Chapter-8: Printing a Document	Printing options in Word Processor, Print preview, Controlling printing, Printing all pages, single and multiple pages.	Print the document with various options.
	Chapter-9: Mail Merge	Concept of mail merge in word processing, Creating a main document, Entering data in the fields, Merging the data source with main document, Editing individual document, Printing the merged letter, Saving the merged letter.	Practical based on mail merge option in a word document.
September	UNIT 4: ELECTRONIC SPREADSHEET		
	Chapter-10: Introduction to Spreadsheet	Introduction to spreadsheet application, Starting a spreadsheet, Parts of a spreadsheet, Worksheet – Rows and columns, Cell and cell address, Range of cell – column range, row range, row and column range.	1. Start the spreadsheet. 2. Identify the parts of Calc. 3. Identify the rows number, column number, cell address. 4. Identify row range, column range, row & column range.
	Chapter-11: Editing Data in Spreadsheet	Different types of data, Entering data – Label, Values, Formula, Formula, how to enter formula, Mathematical operators used in formulae, Simple calculations using values and operators, Formulae with cell addresses and operators, Commonly used basic functions in a spreadsheet – SUM, AVERAGE, MAX, MIN, Count , Use of functions to do calculations.	1. Construct the formula using mathematical operators. 2. Identify formulae with cell addresses and operators. 3. Identify the correct syntax of formula. 4. Use the basic functions to perform calculations on data.

October	Chapter-12: Formatting Data in a Spreadsheet	Formatting tool, Use of dialog boxes to format values, Formatting a range of cells with decimal places, Formatting a range of cells to be seen as labels, Formatting of a cell range as scientific, Formatting a range of cells to display times, Formatting alignment of a cell range, Speeding up data entry using the fill handle, Uses of fill handle to copy formulae.	1. Format a range of cells to perform multiple task. 2. Create number series using fill handle and copy formula by dragging the formula using fill handle.
	Part-A Employability Skills	Unit 3 : ICT Skills-I	
	Chapter-13: Using Cell Reference	Concept of referencing, Relative referencing, Mixed referencing, Absolute referencing.	1. Use Relative referencing in spreadsheet, Mixed referencing in spreadsheet, Absolute referencing in spreadsheet.
	Chapter-14: Using Charts in a Spreadsheet	Importance of chart in spreadsheet, Types of chart, Example of chart.	1. Create different types of chart supported by a spreadsheet. 2. Illustrate the example of chart in a spreadsheet.
November	UNIT 5: DIGITAL PRESENTATION		
	Chapter-15: Introduction to Presentation Software	Concept of presentation, Elements of presentation, Characteristics of an effective presentation	Practical based on Presentation.
December	Chapter-16: Create a Presentation	Introduction to presentation software, Starting a presentation tool, Parts of a presentation tool window, Closing the presentation tool, Creating a presentation using template, Selecting slide layout, Saving a presentation, Running a slide show, Save a presentation in PDF, Closing a presentation, Using Help.	
	Chapter-17: Working with Slides	Inserting a duplicate slide, Inserting new slides, Slide layout, Copying and moving slides, Deleting and renaming slides in presentation, Copying, moving and deleting contents of slide, View a presentation, Controlling the size of the view, Workspace views.	Practical based on Slides.
	Chapter-18: Using Tables in Presentation	Inserting tables in presentation, Entering and editing data in a table, Selecting a cell, row, column, table, Adjusting column width and row height, Table borders and background.	Practical based on tables in a presentation.
	Chapter-19: Using Images in Presentation	Inserting an image from a file, Inserting an image from the gallery, Formatting images, Moving images, Resizing images, Rotating images, Formatting using the Image toolbar, Drawing graphic objects, Grouping and un-grouping objects.	Practical based on Insert and format image option in presentation.
January	Chapter-20: Working with Slide Master	Slide masters, Applying the slide masters to all slide, Adding transitions.	Practical based on Slide Master. (Create the slide masters, Apply the slide masters to the presentation, Add transitions to presentation)
	Part-A Employability Skills	Unit 4 : Entrepreneurial Skills-I Unit 5 : Green Skills-I	
	Part-A Employability Skills	Unit 1 : Communication Skills-I Unit 2 : Self-Management Skills-I	
	UNIT 1: INTRODUCTION TO IT-ITeS INDUSTRY		

	Chapter-1: Applications of IT-ITeS Industry	Introduction to IT and ITeS, BPO services, BPM industry in India, Structure of the IT-BPM industry, Applications of IT in home computing, everyday life, library, workplace, education, entertainment, communication, business, science and engineering, banking, insurance, marketing, health care, IT in the government and public service.
	UNIT 2: DATA ENTRY AND KEYBOARDING SKILLS	
	Chapter-2: Using Data Entry Tools	Keyboarding Skills, Types of keys on keyboard, Numeric keypad, Home keys, Guide keys, Typing and deleting text, Typing ergonomics, Positioning of fingers on the keyboard, Allocation of keys to fingers on four different rows, Pointing device – Mouse, Mouse operations
	Chapter-3: Using Typing Software	Introduction to Rapid Typing Tutor, Touch typing technique, User interface of Typing Tutor, Typing text and interpret results, Working with lesson editor, Calculating typing speed, Typing rhythm.
	UNIT 2: DATA ENTRY AND KEYBOARDING SKILLS	
	Chapter-2: Using Data Entry Tools	Keyboarding Skills, Types of keys on keyboard, Numeric keypad, Home keys, Guide keys, Typing and deleting text, Typing ergonomics, Positioning of fingers on the keyboard, Allocation of keys to fingers on four different rows, Pointing device – Mouse, Mouse operations
	Chapter-3: Using Typing Software	Introduction to Rapid Typing Tutor, Touch typing technique, User interface of Typing Tutor, Typing text and interpret results, Working with lesson editor, Calculating typing speed, Typing rhythm.
	Chapter-7: Working with Tables	Creating table in Word Processor, Inserting row and column in a table, Deleting rows and columns, Splitting and merging tables, Deleting a table, Copying a table, Moving a table.
	Chapter-8: Printing a Document	Printing options in Word Processor, Print preview, Controlling printing, Printing all pages, single and multiple pages.
	Chapter-9: Mail Merge	Concept of mail merge in word processing, Creating a main document, Entering data in the fields, Merging the data source with main document, Editing individual document, Printing the merged letter, Saving the merged letter.
	UNIT 4: ELECTRONIC SPREADSHEET	
	Chapter-10: Introduction to Spreadsheet	Introduction to spreadsheet application, Starting a spreadsheet, Parts of a spreadsheet, Worksheet – Rows and columns, Cell and cell address, Range of cell – column range, row range, row and column range.
	Chapter-11: Editing Data in Spreadsheet	Different types of data, Entering data – Label, Values, Formula, Formula, how to enter formula, Mathematical operators used in formulae, Simple calculations using values and operators, Formulae with cell addresses and operators, Commonly used basic functions in a spreadsheet – SUM, AVERAGE, MAX, MIN, Count , Use of functions to do calculations.
	Chapter-12: Formatting Data in a Spreadsheet	Formatting tool, Use of dialog boxes to format values, Formatting a range of cells with decimal places, Formatting a range of cells to be seen as labels, Formatting of a cell range as scientific, Formatting a range of cells to display times, Formatting alignment of a cell range, Speeding up data entry using the fill handle, Uses of fill handle to copy formulae.
	Part-A Employability Skills	Unit 3 : ICT Skills-I
	Chapter-13: Using Cell Reference	Concept of referencing, Relative referencing, Mixed referencing, Absolute referencing.
	Chapter-14: Using Charts in a Spreadsheet	Importance of chart in spreadsheet, Types of chart, Example of chart.
	UNIT 5: DIGITAL PRESENTATION	
	Chapter-15: Introduction to Presentation Software	Concept of presentation, Elements of presentation, Characteristics of an effective presentation

	Chapter-16: Create a Presentation	Introduction to presentation software, Starting a presentation tool, Parts of a presentation tool window, Closing the presentation tool, Creating a presentation using template, Selecting slide layout, Saving a presentation, Running a slide show, Save a presentation in PDF, Closing a presentation, Using Help.
	Chapter-17: Working with Slides	Inserting a duplicate slide, Inserting new slides, Slide layout, Copying and moving slides, Deleting and renaming slides in presentation, Copying, moving and deleting contents of slide, View a presentation, Controlling the size of the view, Workspace views.
	Chapter-18: Using Tables in Presentation	Inserting tables in presentation, Entering and editing data in a table, Selecting a cell, row, column, table, Adjusting column width and row height, Table borders and background.
	Chapter-19: Using Images in Presentation	Inserting an image from a file, Inserting an image from the gallery, Formatting images, Moving images, Resizing images, Rotating images, Formatting using the Image toolbar, Drawing graphic objects, Grouping and un-grouping objects.
	Chapter-20: Working with Slide Master	Slide masters, Applying the slide masters to all slide, Adding transitions.
	Part-A Employability Skills	Unit 4 : Entrepreneurial Skills-I Unit 5 : Green Skills-I



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Grade 9 Split up syllabus (2023 - 2024)

Month	No. of working days	English	Content/Sub Topic	Activity
April	17	The Lost Child	The Lost Child illustrates the lesson to students that children love their parents unconditionally. Although parents rebuke their children sometimes for their good, children always want their parents around them and feel lost in their absence.	Prepare a lookout notice for a lost child
		The Adventures of Toto	The Adventures of Toto illustrates the lesson to students that one must behave responsibly in a congenial environment and should not create nuisance and become intolerable to others.	Write an adventurous narrative formed by oneself
		In the Kingdom of Fools	In the Kingdom of Fools illustrates that we should stay away from foolish people otherwise we may end up suffering or may fall into trouble for such people. Besides, foolish people need to be dealt	Prepare a summary and the narrative describing the story in short
June	18	The Happy Prince	The Happy Prince teaches us that we should show compassion towards the needy and help them however we can.	Prepare a paragraph describing the story in short
		The Fun They Had	The Fun They Had illustrates how emerging technology is slowly taking precedence over various things around us. In the near future, it wouldn't be surprising to see if human teachers are replaced by mechanical devices or robots.	Students detailing about the poetic devices using the cards
		The Sound of Music	The Sound of Music illustrates how music binds people and is not limited to one person only. Music is a universal language that is loved and adored by people of different caste, creed, colour or race.	Prepare a poem of your own choice describing about the beauty of music
		Reported Speech		Complete the work sheet provided
		Clauses		Complete the work sheet provided
July	18	The Little Girl		Prepare a poster discussing the importance to protect Girls from exploitation
		A Truly Beautiful Mind	This is a short biography of his where some of his qualities have been highlighted – Albert's interest in Mathematics and Physics and also his humanitarian attribute.	Complete the sentences below by filling in the blanks with suitable participial clauses.
		The Road Not Taken	The poem describes someone standing at a fork, or turning point, in a road in the woods, trying to decide which road he's going to take.	Read the quote at the beginning of the article. How do you think Frost felt about poetry? Why do you think that?
		Wind	The poet conveys a solid message that we ought not to cry or view ourselves as powerless when issues emerge in our lives. All things being equal, we should consider them a chance to investigate our capacity and solidarity to confront them with fortitude.	Students detailing about the poetic devices using the cards
August	22	Weathering the Storm in Ersama	Weathering the Storm in Ersama illustrates how we should form a community of workers wherever a calamity strikes so that we can help people rather than merely depending on the government for aid.	Prepare a story of your own describing the theme of "Power of Youth"
		The Last Leaf	'The Last Leaf' is a wonderful story which conveys a message to people who are demotivated or are depressed that one must have a sheer will to live one's life.	Prepare a story explaining the life of a Cancer patient

		A House is not a Home	A House Is Not a Home explains that one must be ready to face the challenges of life with courage and not get bogged down by the ups and downs of life. People encounter several challenges in life on a day-to-day basis, but they must stand firm and face all hurdles courageously.	Prepare a diary explaining your ancestral house
		Tenses	Rules of tenses in English Grammar, Present Tense	Complete the worksheet
September	10	The Beggar	The Beggar teaches students that if one has the will to work hard and reach a goal, with dedication and will power one can achieve success in life.	Think about the condition of human life in hierarchical society and share
		Statements	Types: Declarative, Interrogative, Imperative and Exclamatory.	Interactive demonstration of all sentence varieties by the students
		Tenses	Rules of tenses in English Grammar, Past Tense	Complete the worksheet
		My Childhood	The students are able to identify the adjectives correctly, APJ talks about his upbringing, his parents and siblings. He tells us about his friends and all those things that influenced his childhood.	Rewrite the sentences below, changing the verbs in brackets into the passive form.
October	16	Packing	Packing teaches students how packing can indeed be a tiring task if not done properly. Moreover, when done with friends, it may become a little messy and time-consuming but it has its own charm and fun.	Prepare a quiz based on the chapter in groups
		Reach for the Top	Reach for the Top, students learn from two inspiring women that due diligence, dedication and hard work always pays off and reaps us a fruitful outcome. This chapter serves as an encouragement for students to take note that if they find some motivation to pursue their dreams, they should make the best use of it in order to walk the path of success.	Prepare a detailed description of the personalities who have achieved their dreams as an inspiration to others
November	4	Subject - Verb Concord	Rules, Connection between subject, Verb and object	Complete the worksheet
		Tenses	Rules of tenses in English Grammar, Future Tense	Complete the worksheet
		Modals	The rules and their contextual usage	Complete the worksheet
December	21	The Bond of Love	The Bond of Love teaches students that a true bond of love is not restricted to humans only, even pet animals understand the care and love that we share with them. Being loved is one of the most prized gifts that can be felt by anyone.	Conduct a debate based on the topic Humanity and Future
		If I were You	If I Were You teaches the lesson to students that we must not be over-confident and remain vigilant about our surroundings, so that even in tough circumstances, we maintain cool-headedness and are able to handle critical situations with ease.	Role play of the drama by the students in groups
		Determiners	Types; Article, Quantifiers, Demonstrative, Possessive, Number, Ordinals., Changes with the Noun.	Complete the worksheet in groups.
January	12	No Men are Foreign	"No Men Are Foreign" is a poem which promotes the concept of universal brotherhood. The poet says that everyone in this world is the same. All men are equal.	Conduct a debate upon Nationalism and discrimination
		On Killing a Tree	The poem depicts a clear picture of man's cruelty towards trees. The poet states that trees are living things, and we should not cut them. Destroying a tree is like killing a human being.	Class presentation on the topic the Destruction caused by humans on the Environment
		The Snake Trying	Snakes are thought to be fearsome symbols of death. But, in this poem, the snake is described as a victim himself. He tries to escape from being hit by humans who are trying to kill him.	Sit in pairs and share the concepts with others
		Descriptive Paragraph	Diary writing	Prepare a diary on the night when you saw an animal being tortured and killed by the humans
		Revision		
February	20	Revision		

Month	No.of working days	Hindi	Content/Sub Topic	Activity
April	17	पाठ-1 दुःख का अधिकार	गरीबों की मजबूरी तथा धनी लोगों की निर्ममता का व्यंग्यपूर्ण वर्णन करना।	किसी अन्य गरीब महिला की कहानी कक्षा में सुनाना।
		पाठ 2 एवरेस्ट मेरी शिखर यात्रा	गरीबों की मजबूरी तथा धनी लोगों की निर्ममता का व्यंग्यपूर्ण वर्णन करना।	आगे बढ़ती भारतीय महिलाओं में से किसी एक महिला का चित्र लगाना तथा उसकी संक्षिप्त जानकारी लिखना।
		प्रत्यय-उपसर्ग	प्रत्यय उपसर्ग लगाकर नवीन शब्दों का निर्माण करना।	प्रत्यय और उपसर्ग लगाकर नवीन शब्दों का निर्माण करना।
		अनुच्छेद लेखन	संकेत बिंदुओं के आधार पर अनुच्छेद लेखन करना।	किसी पसंद के विषय पर अनुच्छेद लिखना।
June	18	पाठ-6 रैदास	आराध्य के प्रति आसक्ति, भगवान की कृपा और उसके समदर्शी भाव का वर्णन।	अन्य भक्ति काल के कवि के पदों को कक्षा में सुनाना।
		पाठ-1 गिल्लू (संचयन)	गिलहरी के संपूर्ण जीवन रेखा चित्र के माध्यम से प्रदर्शित करना।	अपने किसी पालतू जीव के बारे में बताना।
		अनुस्वार, अनुनासिक, नुक्ता	प्रयोग के आधार पर अंतर को स्पष्ट करना।	विभिन्न शब्दों के माध्यम से नुक्ता, अनुस्वार, अनुनासिक की पहचान करना।
July	18(6+12)	पाठ-7 रहीम	मानव के जीवनोपयोगी शिक्षाओं को नीतिपरक दोहों के माध्यम से वर्णन करना।	अन्य नीतिपरक दोहों को कक्षा में सुनाना।
		पत्र लेखन	औपचारिक तथा अनौपचारिक पत्रों के प्रारूप को तथा वर्ण्य विषय को समझाना।	तात्कालीन विषय पर पत्र लेखन करवाना।
August	18(6+12)	पाठ-3 तुम कब जाओगे- अतिथि	अनावश्यक आए हुए अतिथि से जुड़ी समस्याओं का अध्ययन।	किसी अपने घर आए ऐसे अतिथि के बारे में बताना।
		पाठ-2 स्मृति (संचयन)	बाल्यावस्था की जोखिमपूर्ण घटनाओं का सजीव चित्रण।	अपनी बाल्यावस्था की किसी जोखिमपूर्ण घटना के बारे में बताना।
		स्वर संधि	संधि के प्रकार एवं परिभाषाओं का अध्ययन।	कक्षा में संधि के लिए प्रश्नोत्तरी प्रतियोगिता रखना।
September	10(6+4)	अर्थ की दृष्टि से वाक्य भेद	संवाद योजना के द्वारा वाक्यों की पहचान।	वाक्यों को शब्दों के द्वारा पहचान करना।
		3. कल्लू कुम्हार की उनाकोटी	संवाद के नियमों का ज्ञान कराना।	कक्षा में संवाद योजना प्रस्तुत करना।
October	16	पाठ-4 वैज्ञानिक चेतना के वाहक चंद्रशेखर वेंकट रामन	पाठ के माध्यम से वास्तविक धरातल से उनको जोड़ना और उसके प्राकृतिक सौंदर्य का वर्णन करना।	किसी अन्य उपेक्षित प्राकृतिक सौंदर्य का वर्णन करना।
November	4	8. गीत-अगीत		
			Portfolio/project for Diwali Vacation	
December	21	पाठ-9 अग्नि पथ	जीवन में आगे बढ़ने की प्रेरणा देना।	जीवन के उस क्षण का वर्णन करना जिसमें आप कमजोर पड़े हो।
		पाठ -11 नए इलाके में---	मजदूर वर्ग की वास्तविक स्थिति का ज्ञान कराना।	श्रमिक वर्ग पर अपनी व्यक्तिगत राय बताना।
January		पाठ-5 शुक्र तारे के समान	मनुष्य की वास्तविक स्थिति का बोध कराना	स्वतंत्रता आंदोलन में गांधीजी का योगदान विषय पर कक्षा में परिचर्चा आयोजित करना।
		पाठ-4 दिए जल उठे (संचयन)	महात्मा गांधी की दांडी यात्रा का वर्णन।	गांधी जी के प्रमुख आंदोलनों का संक्षिप्त में वर्णन करना।
	12	विराम चिन्ह	विराम चिन्हों का उपयोग एवं महत्ता को स्पष्ट करना।	विराम चिन्हों का प्रयोग करते हुए आदर्श वाक्य का निर्माण करना।
		चित्र वर्णन	कल्पना शक्ति का विकास करना।	चित्र दिखाकर कहानी का निर्माण करना।
February	20	REVISION		

Grade 9 Split up syllabus (2023 - 2024)				
Month	No. of working days	Mathematics	Content/Sub Topic	Activity
April	17	1. NUMBER SYSTEMS	Irrational Numbers, Real Numbers and their Decimal Expansions, Representing Real Numbers on the Number Line, Operations on Real Numbers, Laws of Exponents for Real Numbers	1) Constructing the "Square Root Spiral" (Art Integration) 2) Identifying square rectangular shaped objects in daily life and verify their length of diagonals are rational/irrational numbers
June	18	3. COORDINATE GEOMETRY	Cartesian System, Plotting a Point in the Plane if its Coordinates are given	To obtain the mirror image of a given geometrical figure with respect to x-axis and y-axis.
		4. LINEAR EQUATIONS IN TWO VARIABLES	Linear Equations, Solution of a Linear Equation, Graph of a Linear Equation in Two Variables, Equations of Lines Parallel to x-axis and y-axis	Graph activity by using Ms. Excel, Students will make cartoon strip on applications
July	18(6+12)	5. INTRODUCTION TO EUCLID'S GEOMETRY	Euclid's Definitions, Axioms and Postulates, Equivalent Versions of Euclid's Fifth Postulate	Students will write article on importance of geometry in real life.
		6. LINES AND ANGLES	Basic Terms and Definitions, Intersecting Lines and Non-intersecting Lines, Pairs of Angles, Parallel Lines and a Transversal, Lines Parallel to the same Line, Angle Sum Property of a Triangle	Quiz
August	18(6+12)	7. TRIANGLES	Congruence of Triangles, Criteria for Congruence of Triangles, Some Properties of a Triangle, Some More Criteria for Congruence of Triangles, Inequalities in a Triangle	Tengram activity. Geometric art by using triangle.
		12. HERON'S FORMULA	Area of a Triangle – by Heron's Formula, Application of Heron's Formula in finding Areas of Quadrilaterals	Biography of Mathematician
September	10(6+4)	14. STATISTICS	Collection of Data, Presentation of Data, Graphical Representation of Data, Measures of Central Tendency	Survey by using Google form
October	16	8. QUADRILATERALS	Angle Sum Property of a Quadrilateral, Types of Quadrilaterals, Properties of a Parallelogram, Another Condition for a Quadrilateral to be a Parallelogram, The Mid-point Theorem	Students will make TLM on properties of quadrilateral
November	4	10. CIRCLES	Circles and its Related Terms, Angle Subtended by a Chord at a Point, Perpendicular from the Centre to a Chord,	To verify that angle subtended by an Arc at the centre is twice the angle subtended by the same Arc at any other point on the remaining part of the circle.
December	21	10. CIRCLES (Conti...)	Equal Chords and their Distances from the Centre, Angle Subtended by an Arc of a Circle, Cyclic Quadrilaterals	Use Geo board to verify properties of circle
		2. POLYNOMIALS	Polynomials in One Variable, Zeroes of a Polynomial, Remainder Theorem, Factorisation of Polynomials, Algebraic Identities	Students will make mind map to explain different concept of polynomial
January	12	13. SURFACE AREAS AND VOLUMES	Surface Area of a Right Circular Cylinder, Surface Area of a Right Circular Cone, Surface Area of a Sphere, Volume of a Cylinder, Volume of a Right Circular Cone, Volume of a Sphere	Students will use clay and make different shape of objects and find their surface area and volume
February	20	REVISION & ANNUAL EXAMINATIONS		

GRADE 09/SPLIT UP SYLLABUS PLANNING/ SCIENCE					
Month	No. Of Teaching Days	Subject	Chapter No./ Chapter's Name	Topics	
April	17	Chemistry	1. Matter In Our Surroundings	Matter-nature And Behavior Definition Of Matter; Solid, Liquid And Gas; Characteristics - Shape, Volume, Density.	Take 2-3 crystals of potassium permanganate and dissolve them in 100 mL of water. Take out approximately 10 mL of this solution and put it into 90 mL of clear water. Take out 10 mL of this solution and put it into another 90 mL of clear water. Keep diluting the solution like this 5 to 8 times.
June	18	Chemistry	Matter In Our Surroundings (conti...)	Change Of State-melting (absorption Of Heat), Freezing, Evaporation (cooling By Evaporation), Condensation, Sublimation.	Take two glasses/beakers filled with water. Put a drop of blue or red ink slowly and carefully along the sides of the first beaker and honey in the same way in the second beaker. Leave them undisturbed in your house or in a corner of the class. Record your observations. What do you observe immediately after adding the ink drop? What do you observe immediately after adding a drop of honey? How many hours or days does it take for the colour of ink to spread evenly throughout the water?
July	18(6+12)	Chemistry	2. Is Matter Around Us Pure	Nature Of Matter: Elements, Compounds And Mixtures. Heterogeneous And Homogenous Mixtures,	Divide the class into four groups – A, B, C, and D. • Distribute the following samples to each group: • Few crystals of copper sulphate to group A. • One spatula full of copper sulphate to group B. • Chalk powder or wheat flour to group C. • Few drops of milk or ink to group D. • Each group should add the given sample to water and stir properly using a glass rod. Are the particles in the mixture visible? • Direct a beam of light from a torch through the beaker containing the mixture and observe from the front. Was the path of the beam of light visible? • Leave the mixtures undisturbed for a few minutes (and set up the filtration apparatus in the meantime). Is the mixture stable or do the particles begin to settle after some time? • Filter the mixture. Is there any residue on the filter paper?
				Pre Mid Term Exam	
August	22	Chemistry	Is Matter Around Us Pure (conti...)	Colloids And Suspensions. Particle Nature And Basic Units.	
September	10(4+6)	Chemistry	3. Atoms And Molecules	Atoms And Molecules, Law Of Constant Proportions, Atomic And Molecular Masses. Mole Concept: Relationship Of Mole To Mass Of The Particles And Numbers.	Comb dry hair. does the comb then attract a small piece of paper? Rub a glass rod with a silk cloth and bring the rod near an inflated balloon. Observe what happens.
				Half Yearly Exam	
October	16	Chemistry	4. Structure Of Atoms:	Structure Of Atoms: Electrons, Protons And Neutrons, Valency	Take 1.25g of copper sulphate in a test tube and dissolve in 10ml of water, Take 1.43 g of sodium carbonate in a conical flask and dissolve in 10ml of water. Hang the small test tube in the flask carefully; see that the solutions do not get mixed. Put a cork on the flask. Note the observation
November	4	Chemistry	Structure Of Atoms: (conti...)	Chemical Formula Of Common Compounds. Isotopes And Isobars.	

December	21	Chemistry	14. Natural Resources	Our Environment Physical Resources: Air, Water, Soil. Air For Respiration, For Combustion, For Moderating Temperatures; Movements Of Air And Its Role In Bringing Rains Across India.	Take a beaker filled with water, another filled with soil, a closed bottle, and an empty beaker containing a thermometer. Keep them in bright sunlight for three hours. Measure the temperature of all three containers along with the temperature of the empty beaker. All the containers to rest in shade for an equal time duration. . Measure the temperature of all three containers along with the temperature of the empty beaker.
January	12	Chemistry	Natural Resources (conti...)	Post Mid Term Exam Air, Water And Soil Pollution (brief Introduction). Holes In Ozone Layer And The Probable Damages. Bio-geo Chemical Cycles In Nature: Water, Oxygen, Carbon And Nitrogen.	Take a beaker filled with water, another filled with soil, a closed bottle, and an empty beaker containing a thermometer. Keep them in bright sunlight for three hours. Measure the temperature of all three containers along with the temperature of the empty beaker. All the containers to rest in shade for an equal time duration. . Measure the temperature of all three containers along with the temperature of the empty beaker.
February	20	Chemistry		Annual Exam	

Grade 9 Split up syllabus (2023 - 2024)				
Month	No.of working days	Physics	Content/Sub Topic	Activity
April	17	Motion	Motion	How to determine the direction of motion of a body moving in a circular path?
			Distance and Displacement	Case study
			Speed and Velocity	
			Acceleration	
June	18	Force And Laws Of Motion	Force and its effects	Students will make toys from trash to demonstrate Newton's Law
			Balanced Force and Unbalanced Force	
			Newton's First Law of Motion	Students will make cartoon strip on computer which explain concept
			Newton's Second Law of Motion	
			Mathematical formulation of Newton's Second Law of Motion	
			Applications of Newton's 1st and 2nd Law of Motion	
July	6+12	Force And Laws Of Motion	Newton's Third Law of Motion	
			Applications of Newton's Third Law of Motion	
		Gravitation	Gravitation.	Show effects of gravity through experiments
August	21	Gravitation	Universal Law of Gravitation.	
			Free Fall.	Students will check mass and weight of an object by using physical balance and spring balance
			Acceleration Due to Gravity (g)	
			Difference between G and g.	
			Mass and Weight.	
September	6+10	Revision	Weight of an Object on the Surface of Moon.	
October	18	Flotation	Thrust and Pressure	Measure volume of irregular shape of object
			Factors affecting Pressure	
			Applications of Pressure in daily life	
			Buoyancy & Buoyant Force:	
			Factors affecting the Buoyant Force	
			Archimedes' Principle	
			Applications of Archimedes' Principle	
			Density	
November	4	Sound	Sound-Production and Propagation.	Make sound tool by using straw
			Medium.	
			Wave and its Types.	
			Characteristics of Sound.	
			Audible Frequency.	
December	21	Sound	Reflection of Sound and its Laws.	
			Applications of Reflection of Sound.	
		Work And Energy	Work ,Energy and its forms	
January	12	Work And Energy	Kinetic Energy and its expression	Prepare Model on Wireless Energy
			Potential Energy and its expression	
			Conservation of Energy, Unit of Energy	

GRADE 09-SPLIT UP SYLLABUS-BIOLOGY(2023-2024)				
Month	No. Of Teaching Days	Chapter No./ Chapter's Name	Topics	Activity/Experiments
April	17	5. The Fundamental Undamental Unit Of Life	Structure And Function Of Plant And Animal Cells -plasma Membrane, Cell Wall, Nucleus And Cytoplasm	To prepare stained temporary mounts of onion peel and human cheek cells and record the observations.
June	18	5. The Fundamental Undamental Unit Of Life	Cell Organelles -endoplasmic Reticulum (ER), Golgi Apparatus, Lysosomes, Mitochondria, Vacuoles, Plastids.	To prepare cell wheels and lapbooks for prokaryotic, eukaryotic, plant cell and animal cell
July	18(6+12)		Pre-mid Term Exam	
		5. The Fundamental Undamental Unit Of Life	Cell Division-Mitosis and Meiosis	To prepare flash cards for various cell stages of mitosis and meiosis
August	22	6. Tissues	Plant Tissues : Meristematic Tissue And Permanents Tissues.	To identify parenchyma, collenchyma and sclerenchyma tissues in plants from prepared slides and to draw their labeled diagrams.
			Animal Tissues: Epithelial Tissue	
September	10(4+6)		Revision for Half yearly Exams	
			Half Yearly Exam	
October	16	6. Tissues	Animal Tissues: Connective Tissue, Muscular Tissue, Nervous Tissue	To study different animal tissues (striped muscle fibers, smooth muscle fibres and nerve cells)through permanent slides
November	4		Portfolio/project for Diwali Vacation	
December	21	12. Improvement Mprovement In Food Resources Esources	Improvement In Crop Yields, Crop Variety Improvement, Crop Production Management: Nutrient Management, Irrigation,	Students will take interview of a farmer and try to understand their problems as well as how do they adopt new technologies and methods in farming.
January	12		Cropping Paterns, Crop Protection Management:storage Of Grains, Organic Farming	
February	20		Revision And Annual Examinations	

GRADE 09-SPLIT UP SYLLABUS- Economics / Geography (2023-2024)				
Month	No. Of Teaching Days	Chapter No./ Chapter's Name	Topics	Activity
April	17	Geography : Ch : 1 ; India - Size and Location	1. LOCATION 2. SIZE 3. INDIA'S NEIGHBOURS	Learners will show the following places / locations on the outline map of India. 1. India's neighbouring countries 2. Standard Meridian of India 3. Tropic of Cancer
June	18	Economics : Ch : 1 ; The Story of Village Palampur	1. Organisation of Production 2. Farming in Palampur 3. Non-Farm Activities in Palampur	Learners will visit the country yard during the weekends and they will collect the following data of a particular village. 1. Number of large, medium and small farmers 2. Crops cultivated during the season / year 3. Loans taken by farmers from various sources 4. Investment done by farmers in terms of fixed capital and working capital.
Pre-MId Term Examination				
July	18(6+12)	Geography : Ch : 2 ; Physical Features of India	(1) The Himalayan Mountains (2) The Northern Plains (3) The Peninsular Plateau (4) The Indian Desert (5) The Coastal Plains (6) The Islands	Learners will show the following places / locations on the outline map of India. 1. Shiwaliks 2. Mount K2 3. Western Ghats & Eastern ghats 4. Lakshadweep and Andaman & Nicobar Islands 5. Thar Desert 6. Deccan Plateau
		Economics : Ch : 2 ; People as Resource	1. Economic Activities by Men and Women 2. Quality of Population 3. Unemployment	Learners will share their ideas based on the story of Vilas and Sakal given in the text book. They will share their views that how the factors like health and education can change the future of any individual and help in forming a strong society.
August	22	Economics : Ch : 3 ; Poverty as a Challenge.	1. Two Typical Cases of Poverty 2. Causes of Poverty 3. Global Poverty Scenario 4. Poverty Estimates	Learners will collect the data of poverty from the open sources available world wide and depict it in the following form. 1. Draw a Bar graph showing the poverty in various states in India (% of total population) 2. Draw a line graph showing the poverty trends in various continents of the world during last 20 years
		Geography : Ch : 3 Drainage	1. DRAINAGE SYSTEMS IN INDIA 2. The Himalayan Rivers 3. The Peninsular Rivers 4. LAKES 5. ROLE OF RIVERS IN THE ECONOMY 6. RIVER POLLUTION	Learners will show the following places / locations on the outline map of India. 1. A river emerges from Mansarovar and drains in to the Bay of Bengal 2. A river passed through the gorges and meets Arabian sea 3. Dakshin Ganga 4. A river emerges from the Mansarovar and meets Arabian sea.
Mid Term Examination				
September	10(4+6)	Geography : Ch : 4 ; Climate	1. CLIMATIC CONTROLS 2. FACTORS AFFECTING INDIA'S CLIMATE 3. THE INDIAN MONSOON 4. THE ONSET OF THE MONSOON AND WITHDRAWAL 5. THE SEASONS 6. DISTRIBUTION OF RAINFALL 7. MONSOON AS A UNIFYING BOND	Learners will show the following places / locations on the outline map of India. 1. The first city of India encountering the South-West monsoon 2. Areas of more than 400 c.m. of rain fall in a season 3. Areas receiving rainfall during the winter 4. Area having the houses made of thick walls and flat roofs 5. Area having the houses made of wood and very slanting roofs
October	16	Economics : Ch : 4 ; Food Security in India	1. Two case studies 2. Green revolution 3. The National Food Security Act, 2013 4. Antyodaya Anna Yojana (AAY) 5. Role of cooperatives in food security	Learners will make a bar graph of production of food grains (million tonnes) in India since the Green Revolution till the date. Learners will be divided in to the various groups. Each group will explain the various terminologies of the Public Distribution System in detail. 1. PDS 2. RPDS 3. TPDS 4. AAY 5. APS 6. NFSA
November	4		Portfolio/project for Diwali Vacation	

December	21	Geography : Ch : 5 ; Natural Vegetation and Wild Life	1. RELIEF 2. CLIMATE 3. TYPES OF VEGETATION 4. WILDLIFE 5. MEDICINAL PLANTS	1. RELIEF 2. CLIMATE 3. TYPES OF VEGETATION 4. WILDLIFE 5. MEDICINAL PLANTS
January	12	Geography : Ch : 6 ; Polpulation	1. POPULATION SIZE AND DISTRIBUTION 2. POPULATION GROWTH AND PROCESSES OF POPULATION CHANGE 3. Processes of Population Change/Growth	Learners will show the following places / locations on the outline map of India. 1. The largest state in terms of population 2. The smallest state in terms of population 3. The most dansiest state in terms of population
February	20	(Activity based...)	Revision And Annual Examinations	

GRADE 09-SPLIT UP SYLLABUS- HISTORY / CIVICS (2023-2024)				
Month	No. Of Teaching Days	Chapter No./ Chapter's Name	Topics	Activity
April	17	History : Ch : 1 ; The French Revolution	1. French Society During the Late Eighteenth Century 2. The Outbreak of the Revolution 3. France Abolishes Monarchy and Becomes a Republic 4. Did Women have a Revolution? 5. The Abolition of Slavery 6. The Revolution and Everyday Life	Learners will describe all the events of the French Revolution with the help of a time line. Learners will also describe following two terminologies with the help of a flow chart. 1. How a Subsistence Crisis Happens 2. Provisions of the Constitutional Monarchy
June	18	Civics : Ch : 1 ; What is Democracy? Why Democracy?	1. WHAT IS DEMOCRACY? 2. FEATURES OF DEMOCRACY 3. WHY DEMOCRACY? 4. BROADER MEANINGS OF DEMOCRACY	Learners will have a debate on the merits on the democracy over the following topics. 1. Arguments for democracy 2. Arguments against democracy
Pre-Mid Term Examination				
July	18(6+12)	History : Ch : 2 ; Socialism in Europe and the Russian Revolution..... Continue.....	1. The Age of Social Change 2. The Russian Revolution 3. The February Revolution in Petrograd 4. What Changed after October? 5. The Global Influence of the Russian Revolution and the USSR	Learners will describe all the events of the Russian Revolution with the help of the time line. Learners will be divided in to the groups. Each group will share its views and ideas over the impact of Russian revolution on the world in the context of the emergence of the Socialism and the Communism.
August	22	History : Ch : 2 ;Socialism in Europe and the Russian Revolution	1. The Age of Social Change 2. The Russian Revolution 3. The February Revolution in Petrograd 4. What Changed after October? 5. The Global Influence of the Russian Revolution and the USSR	Learners will describe all the events of the Russian Revolution with the help of the time line. Learners will be divided in to the groups. Each group will share its views and ideas over the impact of Russian revolution on the world in the context of the emergence of the Socialism and the Communism.
		Civics : Ch : 2 ; Constitutional Design.	1. DEMOCRATIC CONSTITUTION IN SOUTH AFRICA 2. WHY DO WE NEED A CONSTITUTION? 3. MAKING OF THE INDIAN CONSTITUTION 4. GUIDING VALUES OF THE INDIAN CONSTITUTION	Learners will be divided in to the ten groups. Each group will explain the following Constitutional words used in our preamble. 1. We, the people of India 2. Sovereign 3. Socialist 4. Secular 5. Democratic 6. Republic 7. Justice 8. Liberty 9. Equality 10. Fraternity
Mid Term Examination				
September	10(4+6)	History : Ch : 3 ; Nazism and the Rise of Hitler..... Continue	1. Birth of the Weimar Republic 2. Hitler's Rise to Power 3. The Nazi Worldview 4. Youth in Nazi Germany 5. Ordinary People and the Crimes Against Humanity	Learners will describe all the events happened in Germany between the two world wars with the help of a time line. Learners will also describe the "Nazi Steps to Death" for the unwanted citizens before the Second World War with the help of a flow chart.
November	4	Portfolio/project for Diwali Vacation		
December	21	Civics : Ch : 3 ; Electoral Politics	1. WHY ELECTIONS? 2. WHAT IS OUR SYSTEM OF ELECTIONS? 3. WHAT MAKES ELECTIONS IN INDIA DEMOCRATIC?	"Learners will understand the popular participation of voters in various elections in India and some other important democratic countries in the world and they will depict this facts in the following ways. 1. Drawing a Line graph comparing the voters' turn out ratio in India and UK during the last five elections. 2. rawing a Bar graph comparing the voters' turn out ratio in India and US during the last five elections."

		Civics : Ch : 4 ; Working of Institutions.....Cont.....	1. HOW IS A MAJOR POLICY DECISION TAKEN? 2. PARLIAMENT 3. POLITICAL EXECUTIVE 4. THE JUDICIARY	Learners will have a debate on the decision making capacity and the importance of suggestions for the following two entities. 1. Political executive 2. Permanent executive
January	12	Civics : Ch : 4 ; Working of Institutions	1. HOW IS A MAJOR POLICY DECISION TAKEN? 2. PARLIAMENT 3. POLITICAL EXECUTIVE 4. THE JUDICIARY	Learners will have a debate on the decision making capacity and the importance of suggestions for the following two entities. 1. Political executive 2. Permanent executive
February	20	Civics : Ch : 5 Democratic Rights (Activity based...)	Revision And Annual Examinations	

Grade 9 Split up syllabus IT (2023 - 2024)

Month	No.of working days	I.T	Content/Sub Topic	Activity
April	17	Part-A Employability Skills	Unit 1 : Communication Skills-I Unit 2 : Self-Management Skills-I	
		UNIT 1: INTRODUCTION TO IT-ITeS INDUSTRY		
		Chapter-1: Applications of IT-ITeS Industry	Introduction to IT and ITeS, BPO services, BPM industry in India, Structure of the IT-BPM industry, Applications of IT in home computing, everyday life, library, workplace, education, entertainment, communication, business, science and engineering, banking, insurance, marketing, health care, IT in the government and public service.	Identify and list the various IT enabled services, Observe the application of IT in various areas.
June	18	UNIT 2: DATA ENTRY AND KEYBOARDING SKILLS		
		Chapter-2: Using Data Entry Tools	Keyboarding Skills, Types of keys on keyboard, Numeric keypad, Home keys, Guide keys, Typing and deleting text, Typing ergonomics, Positioning of fingers on the keyboard, Allocation of keys to fingers on four different rows, Pointing device – Mouse, Mouse operations	1. Practice the correct typing ergonomics. 2. Practice to place fingers on correct key in four different row of keyboard. 3. Practice various mouse operations.
		Chapter-3: Using Typing Software	Introduction to Rapid Typing Tutor, Touch typing technique, User interface of Typing Tutor, Typing text and interpret results, Working with lesson editor, Calculating typing speed, Typing rhythm.	1. Practice to type text in typing tutor software and interpret the results. 2. Practice to work in lesson editor. 3. Calculate the typing speed.
July	18	UNIT 3: DIGITAL DOCUMENTATION		
		Chapter-4: Introduction to Word Processor	Introduction to word processing, Word processing applications, Introduction to Word Processing tool, Creating a document, Parts of a Word Processor Window, Cursor and mouse pointer.	Practical based on Word formatting
		Chapter-5: Editing a Document	Text editing – Undo and Redo, Moving and copying text, Copy and Paste, Selecting text, Selection criteria, Selecting non-consecutive text items, Selecting a vertical block of text, Find and replace option, Jumping to the page number, Non-printing characters, Checking spelling and grammar, Using Synonyms and Thesaurus.	1. Practical based on the keyboard and mouse options to select, cut, copy, paste, and move text. 2. Search the word from the text and replace it with another word. 3. Jump to the given page number in a document. 4. Check spelling and grammar and apply the changes to the document.
		Chapter-6: Formatting a Document	Page style dialog, Formatting text – Removing manual formatting, Common text formatting, Changing text case, Superscript and Subscript, Formatting paragraph, Using bullets and numbering, Assigning colour, border and background to paragraph, Page formatting, Creating header/footer and page numbers, Defining borders and backgrounds, Inserting images shapes, special characters in a document, Dividing page into columns, Formatting the shape or image.	Apply various formatting options in a document.

August	18	Chapter-7: Working with Tables	Creating table in Word Processor, Inserting row and column in a table, Deleting rows and columns, Splitting and merging tables, Deleting a table, Copying a table, Moving a table.	Practical based on tables.(Create table, Insert and delete rows and column in a table, Split and merge tables, Copy or move from one location to another location of document)
		Chapter-8: Printing a Document	Printing options in Word Processor, Print preview, Controlling printing, Printing all pages, single and multiple pages.	Print the document with various options.
		Chapter-9: Mail Merge	Concept of mail merge in word processing, Creating a main document, Entering data in the fields, Merging the data source with main document, Editing individual document, Printing the merged letter, Saving the merged letter.	Practical based on mail merge option in a word document.
September	10	UNIT 4: ELECTRONIC SPREADSHEET		
		Chapter-10: Introduction to Spreadsheet	Introduction to spreadsheet application, Starting a spreadsheet, Parts of a spreadsheet, Worksheet – Rows and columns, Cell and cell address, Range of cell – column range, row range, row and column range.	1. Start the spreadsheet. 2. Identify the parts of Calc. 3. Identify the rows number, column number, cell address. 4. Identify row range, column range, row & column range.
		Chapter-11: Editing Data in Spreadsheet	Different types of data, Entering data – Label, Values, Formula, Formula, how to enter formula, Mathematical operators used in formulae, Simple calculations using values and operators, Formulae with cell addresses and operators, Commonly used basic functions in a spreadsheet – SUM, AVERAGE, MAX, MIN, Count , Use of functions to do calculations.	1. Construct the formula using mathematical operators. 2. Identify formulae with cell addresses and operators. 3. Identify the correct syntax of formula. 4. Use the basic functions to perform calculations on data.
October	16	Chapter-12: Formatting Data in a Spreadsheet	Formatting tool, Use of dialog boxes to format values, Formatting a range of cells with decimal places, Formatting a range of cells to be seen as labels, Formatting of a cell range as scientific, Formatting a range of cells to display times, Formatting alignment of a cell range, Speeding up data entry using the fill handle, Uses of fill handle to copy formulae.	1. Format a range of cells to perform multiple task. 2. Create number series using fill handle and copy formula by dragging the formula using fill handle.
		Part-A Employability Skills	Unit 3 : ICT Skills-I	
		Chapter-13: Using Cell Reference	Concept of referencing, Relative referencing, Mixed referencing, Absolute referencing.	1. Use Relative referencing in spreadsheet, Mixed referencing in spreadsheet, Absolute referencing in spreadsheet.
		Chapter-14: Using Charts in a Spreadsheet	Importance of chart in spreadsheet, Types of chart, Example of chart.	1. Create different types of chart supported by a spreadsheet. 2. Illustrate the example of chart in a spreadsheet.
November	4	UNIT 5: DIGITAL PRESENTATION		
		Chapter-15: Introduction to Presentation Software	Concept of presentation, Elements of presentation, Characteristics of an effective presentation	Practical based on Presentation.
December	21	Chapter-16: Create a Presentation	Introduction to presentation software, Starting a presentation tool, Parts of a presentation tool window, Closing the presentation tool, Creating a presentation using template, Selecting slide layout, Saving a presentation, Running a slide show, Save a presentation in PDF, Closing a presentation, Using Help.	

		Chapter-17: Working with Slides	Inserting a duplicate slide, Inserting new slides, Slide layout, Copying and moving slides, Deleting and renaming slides in presentation, Copying, moving and deleting contents of slide, View a presentation, Controlling the size of the view, Workspace views.	Practical based on Slides.
		Chapter-18: Using Tables in Presentation	Inserting tables in presentation, Entering and editing data in a table, Selecting a cell, row, column, table, Adjusting column width and row height, Table borders and background.	Practical based on tables in a presentation.
		Chapter-19: Using Images in Presentation	Inserting an image from a file, Inserting an image from the gallery, Formatting images, Moving images, Resizing images, Rotating images, Formatting using the Image toolbar, Drawing graphic objects, Grouping and un-grouping objects.	Practical based on Insert and format image option in presentation.
January	12	Chapter-20: Working with Slide Master	Slide masters, Applying the slide masters to all slide, Adding transitions.	Practical based on Slide Master. (Create the slide masters, Apply the slide masters to the presentation, Add transitions to presentation)
		Part-A Employability Skills	Unit 4 : Entrepreneurial Skills-I Unit 5 : Green Skills-I	
February	20	Revision		