

## Weekly planner

Week-5

## Name of the faculty: Chumki Sinha

## Subject: Computer Science

Day: Monday and Wednesday Date: 12/02/2024- 15/02/2024	Learning objective & outcome: By the end of the lesson the students will be able to- • day 1 [create and edit tables. • insert and delete rows and columns in a table. • enter data • change row height and column width] • day-2 [split and merge cells • apply border and shading • resize tables • align text ]	
Chapter & topic/concept	Learning engagements:	Tools & Resources
Chapter 3. Word Processor and Tabular Presentation	Day 1: Ice breaking (5 minutes): Greetings and a short recap on the row and column Development Activities: (30 minutes): Lab class will be taken Teacher will state the definition of the word processor 1. create and edit tables.	Text Book, Marker, Board, Image, Chart paper,



	<ol> <li>insert and delete rows and columns in a table.</li> <li>enter data</li> <li>change row height and column width.</li> <li>Closing activities (5 minutes): Students will share if they have any query.</li> </ol>	
Topic: Algorithm and flowchart Chapter: 6	Day 2: Ice breaking (5 minutes): Greetings and a short recap on the split and merge cells. Development Activities: (30 minutes): Teacher will describe it with an example.	Text Book, Marker, Board, Image, chart paper
	<ol> <li>change row height and column width</li> <li>split and merge cells</li> <li>apply border and shading</li> </ol>	Assessment tools & strategies: Formative Reflection (if any):
	Group Work: Q1 & 2 from book Some questions will be made by students.	
	<b>Closing activities (5 minutes):</b> Feedback session and diary writing	
<b>Differentiation:</b> By content/ process/ product/environment	Home work: Q1-2 from pg: 58	Assessment tools & strategies: Formative Assessment Reflection (if any):

