



**CHOITHRAM SCHOOLNORTH CAMPUS**  
**LESSON PLAN-5**  
**SUBJECT - COMPUTER**  
**TOPIC- Introduction to MS PowerPoint 2010**  
**CLASS - IV**

**BRIEF DESCRIPTION OF THE CHAPTER:**

Students will learn about:

- ☞ Starting MS PowerPoint 2010
- ☞ Components of PowerPoint screen
- ☞ Creating a new presentation
- ☞ Entering data on the slide
- ☞ Adding new slide to a presentation
- ☞ Deleting a placeholder
- ☞ Deleting a slide
- ☞ Viewing slide show
- ☞ Saving a presentation
- ☞ Exiting PowerPoint

**LEARNING OBJECTIVES:**

**SPECIFIC OBJECTIVES:**

This lesson will enable the students to –

**SP1-** Demonstrate to the students the steps to start MS PowerPoint 2010 (U)

**SP2-** Familiarize the students with various components of PowerPoint screen covering Title Bar, Ribbon, Quick Access Toolbar, File Tab, Slide, Placeholder, Slides / Outline Pane and Status Bar. (K)

**SP3-** Introduce slide as a single page of a presentation. (K)

**SP4-**

Demonstrate the steps to: Create a new presentation, Enter data on a slide in title and subtitle placeholders, Add new slide to a presentation, Deleting a placeholder, Deleting a slide (U)

**SP5-**

Introduce slide show as full screen view of the presentation. (K)

**SP6-**

Show to the students the method of viewing a slide show. (K)

**SP7-**

Demonstrate the students how to: Save a presentation, Exit MS PowerPoint 2010. (K)

**BEHAVIOURAL OBJECTIVES:**

This lesson will enable the students to

**B1-** make presentation and implement the ideas in the presentations. (SY)

**ACTIVITIES** – For the better understanding of the topic following activities will be conducted –

**A1-** Ask the students to create a presentation on 'Choithram School North Campus' and 'Christmas'. (A)

**WRITTEN WORK:**

- Students will do the course book exercises given on Pages 58, 59 and 60 of the main course book as One Touch Learn and Let's Do It. After solving the course book exercises, tell the students to solve Crack the Code activity given on Page 60 of the main course

**ASSESSMENT:**

- To check the understanding of the topic, assessment will be conducted.
- Observation during practical.

**LEARNING OUTCOMES:**

Students will

L1- be able to create presentations. (AP)

**Placement of objective, Instructional Activities and Assessment**

Topic/Duration/ Assessment						
Topic: Introduction to MS PowerPoint 2010						
Duration: 3 periods						
	Knowledge	Understanding	Application	Analysis	Synthesis	Evaluation
Objectives	SP2, SP3, SP5, SP6, SP7, SP8	SP1, SP4, B1	L1			
Instructional Activities			A1			