



CHOITHRAM SCHOOL NORTH CAMPUS

LESSON PLAN-6

SUBJECT - COMPUTER

TOPIC – Introduction to MS Excel 2010

CLASS - V

BRIEF DESCRIPTION OF THE CHAPTER: Children will learn about Microsoft Excel 2010 which is an application software that helps us to store and analyze data.

LEARNING OBJECTIVES:

Students will learn about

- ☞ Features of MS Excel 2010
- ☞ Starting MS Excel 2010
- ☞ Components of MS Excel 2010
- ☞ Data types
- ☞ Creating a new workbook
- ☞ Entering data in the worksheet
- ☞ Saving a workbook

SPECIFIC OBJECTIVES:

This lesson will enable the students to –

SP1- Explain the features of MS Excel 2010. (U)

SP2- Demonstrate to the students how to start MS Excel 2010. (AP)

SP3- Tell the students about the components of MS Excel. (U)

SP4- Explain the data types we can use in MS Excel. (U)

SP5- Demonstrate the students on creating new workbook, entering data, saving the workbook. (AP)

BEHAVIOURAL OBJECTIVES:

This lesson will enable the students to

B1-to create list of data and analyse it using different charts. (SY)

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

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A1-Create a list of marks obtained in term-I exam, find the total marks obtained using formula. (AP)

WRITTEN WORK: Book exercise will be discussed and shared with the students.

ASSESSMENT:

- Observation during the practical and class observation.

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

LEARNING OUTCOMES:

Students will

L1- Learn to perform calculations using formulas. (U)

L2- Learn the use of bar chart and pie graph. (AP)

Placement of objective, Instructional Activities and Assessment

Topic/Duration/ Assessment Topic: Introduction to MS Excel 2010 Duration: 4						
	Knowledge	Understanding	Application	Analysis	Synthesis	Evaluation
Objectives		SP1, SP3, SP4, L1	SP2, SP5, L2		B1	
Instructional Activities			A1			