



## CLASS-1

**Total Questions : 35**

**Time : 1 hr.**

### SYLLABUS

**Section – 1 :** Patterns, Completion of Figure Pattern, Measuring Units (Length, Weight, Time and Money), Geometrical Shapes, Odd One Out, Spatial Understanding, Grouping of Figures, Analogy, Ranking Test.

**Section – 2 :** Introduction to Computers, Parts of Computer, Uses of Computer, Keys and Keyboard, Computer Mouse, Starting and Shutting Down the Computer, Introduction to MS-Paint, Latest Developments in the Field of IT.

**Section – 3 :** Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7.**

## CLASS-2

**Total Questions : 35**

**Time : 1 hr.**

### SYLLABUS

**Section – 1 :** Patterns, Measuring Units, Odd One Out, Series Completion, Geometrical Shapes, Analogy, Ranking Test, Grouping of Figures, Coding-Decoding, Embedded Figures.

**Section – 2 :** Computer-a Smart Machine, General Information about Computers, Parts of Computer, Uses of Computer, Learning to use Keyboard and Mouse, MS-Paint, Latest Developments in the field of IT.

**Section – 3 :** Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7.**

## CLASS-3

**Total Questions : 35**

**Time : 1 hr.**

### SYLLABUS

**Section – 1 :** Patterns, Analogy and Classification, Coding-Decoding, Mirror Images, Embedded Figures, Alphabet Test, Ranking Test, Grouping of Figures, Figure Matrix, Geometrical Shapes, Days and Dates & Possible Combinations.

**Section – 2 :** Fundamentals of Computer, General Information about Computers, Storage Devices, Parts of Computer, Uses of Computer, Input and Output Devices, Introduction to Internet, MS-Paint, Introduction to MS-Word (Opening, Closing, Saving and Printing a Word document, Components of MS-Word window, Editing commands like Cut, Copy, Paste, Undo and Redo, Moving in a document using Home and End Keys), Latest Developments in the field of IT.

**Section – 3 :** Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7 and MS-Office 2010.**

## CLASS-4

**Total Questions : 35**

**Time : 1 hr.**

### SYLLABUS

**Section – 1** : Patterns, Alphabet Test, Coding-Decoding, Mirror Images, Embedded Figures, Geometrical Shapes and Solids, Ranking Test, Direction Sense Test, Days and Dates & Possible Combinations, Analogy and Classification.

**Section – 2** : About Computers (General Information), Evolution of Computers, Parts of Computer, Input and Output Devices, Hardware, Software, MS-Word(Formatting a Word document, Font group, Format Painter, Search using Find and Replace option, Checking Spelling and Grammar using Thesaurus), Using Windows 7, Introduction to Internet and Its Uses, Computer Networks, MS-Paint, Latest Developments in the field of IT.

**Section – 3** : Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7 and MS-Office 2010.**

## CLASS-5

**Total Questions : 50**

**Time : 1 hr.**

### SYLLABUS

**Section – 1** : Patterns, Analogy and Classification, Coding-Decoding, Geometrical Shapes, Mirror Images, Water Images, Embedded Figures, Direction Sense Test, Ranking Test, Alphabet Test and Logical Sequence of Words, Puzzle Test.

**Section – 2** : Input and Output Devices, Hardware, Software, Storage Devices, Memory –Primary & Secondary Memory, MS-Paint, Introduction to Multimedia, MS-Word (Paragraph formatting Using Paragraph group, Drop Cap, Document Views, Inserting Graphics-Pictures and Shapes, Clip Arts, Symbols, SmartArt, Multimedia Objects, Text Box, Inserting Header and Footer in a document and exploring its features), Introduction to MS-PowerPoint(Component of MS-PowerPoint window and its features, Inserting Graphics-Pictures and Shapes, Clip Arts, Symbols, SmartArt, Multimedia Objects, Text Box, Inserting Header & Footer and exploring its features, Running slide shows, Presentation Views), Internet, Computer Networks, Using Windows 7, Latest Developments in the field of IT.

**Section – 3** : Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7 and MS-Office 2010.**

## CLASS-6

**Total Questions : 50**

**Time : 1 hr.**

### SYLLABUS

**Section – 1** : Verbal and Non-Verbal Reasoning.

**Section – 2** : History and Generation of Computers, Types of Computers, MS-Windows 7, MS-Word(Working with Charts and Tables, Using Page Layout tab, Arranging multiple windows of a document), MS-PowerPoint(Creating presentation using Animation, Custom Animation and Transitions, Creating new slides using Slides pane, Outline pane and Slides from Outline, Working with Handouts and Notes Master, Arranging multiple windows of a presentations, Working with Charts and Tables), Internet & E-mail, Introduction to QBasic, Hardware, Software, Input & Output Devices, Memory & Storage Devices, Latest Developments in the field of IT.

**Section – 3** : Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7 and MS-Office 2010.**

## CLASS-7

**Total Questions : 50**

**Time : 1 hr.**

### SYLLABUS

**Section – 1 :** Verbal and Non-Verbal Reasoning.

**Section – 2 :** Fundamentals of Computer, Evolution of Computers, Memory & Storage Devices, Using Windows 7, MS-Word(Links, Mail Merge, Macros, Exploring Styles group), MS-PowerPoint (Working with Slides Master and Themes, Advancing slides using Hyperlink and Actions, Customizing and Broadcasting Slide Shows), MS-Excel (Components of MS-Excel window, Editing and formatting cells in a worksheet, Introduction to Formulas, Sorting and filtering data, Macros, Features of Insert and Page layout tabs), Programming in QBasic, Internet & Viruses, Networking, Latest Developments in the field of IT.

**Section – 3 :** Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7 and MS-Office 2010.**

## CLASS-8

**Total Questions : 50**

**Time : 1 hr.**

### SYLLABUS

**Section – 1 :** Verbal and Non-Verbal Reasoning.

**Section – 2 :** Fundamentals of Computers, Internet & Viruses, HTML-[Html, Head, Title, Body (Attributes: Background, Bgcolor, Text, Link, Alink, Vlink), Font (Attributes: Color, Size, Face), Center, BR, HR (Attributes: Size, Width, Align, Noshade, Color), Comment tag(<!-- -->), <H1>..<H6>, <P>, <B>, <I>, <U>, <IMG>, Html Elements: A, UI and OI (Attributes: Type, Start), Li], Flash CS6, MS-Access, Networking, MS-Word (Exploring File tab, Language and Translate options, Tracking features -Comments, Reviewing Pane, Tracking Changes, Comparing, Combining and Protecting documents, Working with References), MS-PowerPoint (Exploring File tab and Slide Show tab, Comparing, Combining and Protecting presentations), MS-Excel(Exploring File tab, Useful Formulas and Functions - IF,Even, Odd, LCM, GCD, Power, Product, Round, Sqrt, Sum, Min, Max, Average, Count, Upper, Lower And Replace, Cell referencing, Using Defined Names group), Memory & Storage Devices, Basics of Cyber Crimes, Cyber Laws, Operating Systems(Introduction, Features, Types-single user and multi-user), Latest Developments in the field of IT.

**Section – 3 :** Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7 and MS-Office 2010.**

## CLASS-9

**Total Questions : 50**

**Time : 1 hr.**

### SYLLABUS

**Section – 1 :** Verbal and Non-Verbal Reasoning.

**Section – 2 :** Algorithms and Flowcharts in Programming, Visual Basic, Animations, HTML(Links, Anchors and Table tags), MS-Word, MS-Excel(Formula Auditing, Data Tools, Protecting and Sharing workbooks/worksheets, Working with cell range), MS-PowerPoint, Hardware, Software, Input & Output Devices, Memory & Storage Devices, Flash CS6, Communication Technology (Networking, Internet and Multimedia),Operating Systems(Types-Interactive (GUI based), Real Time and Distributed, Commonly used OS), Using Windows 7, Introduction to Scratch, Introduction to Python (2.7.0), Latest Developments in the field of IT.

**Section – 3 :** Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7 and MS-Office 2010.**

## CLASS-10

**Total Questions : 50**

**Time : 1 hr.**

### SYLLABUS

**Section – 1 :** Verbal and Non-Verbal Reasoning.

**Section – 2 :** Fundamentals of Computer, Operating System, MS-Word, Networking, MS-PowerPoint, MS-Excel, HTML, Internet, Database Management System(Functions, Types, MS-Access), Using Windows 7, Scratch, Python (2.7.0), Latest Developments in the field of IT.

**Section – 3 :** Higher Order Thinking Questions - Syllabus as per Section – 2.

**Questions are based on Windows 7 and MS-Office 2010.**