HBSE Class 9 Computer Science Syllabus
कक्षा नौवीं
विषय कम्प्यूटर साईंस
पाठ्यक्रम

Month	पुस्तक का नाम	विषय–वस्तु	शिक्षण के पीरियड	दोहराई के पीरियड	प्रयोगात्मक कार्य
April					
May	Any book of computer science covering the syllabus according BSEH Bhiwani	Computer Fundamental: Introduction to Computer, Definition, History & Generation of Computer, Advantages & Disadvantages of Computers, Types of Computer Parts of CPU – ALU & CU Input Unit-Keyboard, Mouse, Scanner, MICR, OMR, OCR, Light Pen, Microphone, Bar code Reader, Joystick	12	10	2
June	Summer Vacation				
July		Computer Fundamental: Output Unit (Monitor CRT/LCD Printer, Types of Printers, speaker Memory Unit-Bits, Nibble, Byte, KB, MB, GB, TB, PB Memory Devices-Floppy Disk, Hard Disk, CD ROM, DVD, Pen Drive, Memory card. Computer Software- Application & System Software (Operating System, Loader, Linkers, Compiler) Utility Software, Assembler, Interpreter, virus/anti virus	12	10	2
August		Introduction to MS Windows: Introduction to Windows, Desktop, Icon, Start Button, Task Bar, My Computer, Recycle bin, use of start Button, opening & Shut down system, Creating file & folder, Basic operation of Left and Right button of Mouse.	10	10	4
Sep		Introduction to MS Windows: Cut, copy, paste, minimize, maximize, rename, restore, delete. Introduction to Notepad & Word Pad	5	5	5
Oct		MS Word: Introduction to word processor Advantages, toolbars, Creating and saving document, Editing & Formatting, Font size, color style, Paragraph Alignment, Text Styles (B, I, U), Font Type, Page Numbering, Border & Shading, Bullet & Numbering, Page setup.	10	5	7

Nov		MS Word: Print Preview, Printing a document Spelling & Grammar, Find & Replace, Word Art, Pictures. MS Excel: Introduction to spread sheet, worksheet, creating & saving a worksheet, cell, cell address, row & column setting.	8	5	7
Dec		MS Excel: Entering numbers, Text, date time, Editing and formatting, Inserting & deleting data. Charts of various types (Line, bar, pie, Scatter), embedded charts, Area in worksheet, gridlines printing.	8	4	6
Jan		Power-Point: Introduction to Power-Point Creating slides of different types. Slide layouts Creating & saving, Design template, Pictures, clipart, different view of slides: Normal View, Slide Sorter View and Slide View.	4	2	4
Feb		Revision			
March		Exam			