

SYLLABUS 2021-2022

CLASS: 11

SUBJECT: COMPUTER APPLICATIONS

UNIT	CONTENT
1. Introduction to Computers	1.1. Introduction to Computers 1.2. Generation of Computers 1.5. Components of a Computer
2. Number System	2.1. Introduction 2.2. Data Representation 2.3. Different Types Of Number System 2.4. Number System Conversion
3. Computer Organisation	3.1. Introduction 3.3. Data Communication Between CPU And Memory 3.5. Memory Devices
4. Theoretical Concepts of Operating System	4.1. Introduction To Software 4.2. Introduction To Operating System 4.4. Key Features Of The Operating System
5. Working With Windows Operating System	5.1. Introduction To Os 5.2. Introduction To Windows Os 5.5. Windows Desktop 5.9. Elements Of A Window 5.11. Managing Files And Folders
6. Introduction to Word Processor	6.1. Introduction To Word Processor 6.2. An Introduction To Open office Writer 6.3. Tamil Typing Interface 6.4. Editing A Document 6.5. Select, Move And Copy Text 6.10. Working With Header And Footer 6.11. Find And Replace 6.12. Spell Check 6.13. Working With Tables 6.15. Enhancing And Printing Document 6.16. Page Preview, Setting The Printer And Printing A Document

7. Working With Open office Calc	7.1. Introduction To Spreadsheet 7.2. Working With Openoffice Calc 7.3. Creating A New Worksheet 7.4. Entering Data 7.8. Autofill Feature 7.9. Inserting Columns, Rows And Cells 7.10. Deleting Columns, Rows And Cell 7.12. Functions
8. Presentation Basis	8.1. Presentation Software Meaning 8.6. Window Elements Of Impress 8.8. Formatting Presentation 8.9. Running The Slide Show 8.11. Master Slide 8.12. Creating Graphic Object 8.14. Inserting Audio And Video
9. Introduction to Internet and Email	9.1. Necessity Of Internet 9.2. Internet And Www 9.3. Types Of Internet Services 9.5. Email 9.6. Internet Threats 9.8. Webpage, Website -Difference 9.9. Static And Dynamic Webpages
10. HTML Structured Tags	10.1. Introduction To Html 10.2. Writing Html Documents 10.4. Headings 10.7. Container And Empty Elements
11. Formatting Text, Creating Tables, List and Link	11.1. Text Formatting Tags Of Html 11.3. Section Break 11.4. Tables In Html List In Html
12. HTML - Adding Multimedia Elements and Forms	12.1. Inserting Images 12.2. Scrolling Text Using <Marquee> 12.3. Adding Video And Sound 12.4 Working With Forms

13. CSS - Cascading Style Sheets	Introduction Site wide Style Sheets CSS- Style Definition Rules Linking CSS With Html
14. Introduction to Javascript	14.1. Introduction To Java script 14.2. Advantages Of Java script Programming Language 14.3. Using Java script In Html Page With <Script> Tag 14.4. Lexical Structure Of Java script Program 14.5. Java Script Variables 14.6. Java script Operators And Expression 14.7. Java script Popup Or Dialog Boxes 14.8. Comments In Java script
15. Control Structure in Java Script	15.1. Conditional Statements In Java script 15.2. Looping Repetitive
16. Java Script Functions	16.1. Introduction 16.2. Some Common Pre Defined Functions 16.3. User Defined Functions
17. Computer Ethics and Cyber Security	17.1. Introduction 17.2. Ethical Issues
18. Tamil Computing	18.1. Introduction 18.2. Tamil In Internet 18.3. Search Engines In Tamil 18.6. Tamil Typing And Interface Software 18.7. Tamil Office Automation Application 18.8. Tamil Translation Application 18.9. Tamil Programming language 18.10. Tamil Information Interchange Coding System 18.11. Operating System 18.12. Organisation and Project to Develop Tamil

PRACTICAL

Sl.No	Topic
1.	Open office Writer - Formatting Invoice
2.	Open office Calc - Interest Calculations
3.	HTML - Form Design
4.	CSS - Formatting Web page
5.	Java Script - Display Text
6.	Java Script - Login Forms