HP Board of School Education Dharamshala
Syllabus

Subject: Computer Science **Class: 10th**

MARKS

CS-201	**Digital Literacy (Advanced):** Handling of Over head Projectors, Digital Screens (LED, LCD and plasma), and Digital graphic plotters, Different type of Printers, Fax Machines, and Speakers etc.	08 Theory
CS-202	**Network and Internet Concepts:** Introduction to Network, Classification of Networking (LAN, MAN, WAN, PAN), Differences of Networks. Introduction to internet, History of Internet, Types of Web Browsers-Internet explorer, Google chrome, Opera, Mozilla Firefox and browsing internet through various search engines such as Google, Yahoo, Bing etc. E-mail.	08 Theory
CS-203	**Digital Documentation- Word Processing (Advanced):** MS-Word: Introduction to Word Processor, Creating, Saving, Opening and Print & Print Preview, Closing of Document. Inserting word art , clip art and pictures , pages setting, Super Script and Sub Script, Inserting Symbols Bullets and Numbering , border and shading , format painter , Find and Replace , inserting table, inserting , deleting , rows and column , merging cells , splitting cells using auto format, mail merge.	12 Theory
CS-204	**Digital Data Tabulation-Spreadsheet :** MS-Excel: Introduction and Concepts of Spread Sheet and Workbook. Creating, Saving, Opening and Print & Print Preview, Closing of Spreadsheet. Entering Numbers, Text, Date and Time, Series using Auto fill, Editing and formatting of Worksheet including changing color ,size, font, alignment of text, inserting and deleting cells, Row and columns , entering formula in call using operator (+,-,x,/) etc. Relative referencing , absolute referencing and mixed referencing, using statistical functions : SUM(), AVG(), MAX(), MIN(), IF() with compound statements, inserting tables in worksheet , embedding charts of various types (Lines , pie , bar, column, area) in worksheet , using macros in worksheet.	12 Theory
CS-205	**Practical or Project Work (10% of 200Hrs.)**	

DISTRIBUTION OF TIME/PERIODS

Module Code	Name of Unit	Theory Hours	Practical Hours	Total Hours
CS – 201	Digital Literacy (Advanced)	07	08	15
CS – 202	Network and Internet Concepts	08	12	20
CS – 203	Digital Documentation (Advanced)	10	16	26
CS – 204	Digital Data Tabulation-Spreadsheet	15	24	39
CS – 205	Practical/Project Work	0	15	15
Total		**40**	**75**	**115**

STRUCTURE OF QUESTION PAPER /DISTRIBUTION OF MARKS

Unit	Theory	Total
CS-201	08	08
CS-202	08	08
CS-203	12	12
CS-204	12	12
TOTAL		**40**