

LESSON PLAN

1. Data Storage and Memory

Teaching Objectives

Students will learn about

- ☞ Students will learn about
- ☞ Memory
- ☞ Measuring the computer's memory

Teaching Plan

Number of periods: 2

While teaching this chapter, tell the students that like human beings, computers also have memory to store all data and instructions for performing various tasks.

Tell the students about the two types of computer memory – primary memory and secondary memory.

Share with the students that the primary memory of the computer is fixed on the motherboard of the computer.

Explain in detail about the types of Primary Memory covering:

- Random Access Memory (RAM) – the volatile memory
- Read Only Memory (ROM) – the non-volatile memory

Share with the students the meaning and difference between the two types of RAM – Dynamic RAM and Static RAM.

Give a brief introduction about secondary memory or secondary storage devices covering in detail:

- Magnetic Disk (Hard Disk – Internal and External)
- Optical Disk (CD, DVD, Blue-ray Disk – ROM, R and RW)
- Flash Drive (Pen Drive, Memory Card) (See Suggested Activity also)

Introduce byte as the basic unit of measuring computer memory and nibble as half a byte.

Share with the students the meaning and relationship between higher units of measurement of computer memory – KB, MB, GB, TB, PB, EB, ZB and YB.

Ensure that the scope of Teacher's Corner given at the end of the chapter has been covered.

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Ask the students some oral questions based on this chapter.

Q. What is computer memory?

Q. What is primary memory?

- Q. Name the different types of primary memory.
- Q. Expand RAM / ROM.
- Q. What are the different types of RAM?
- Q. What is the difference between primary and secondary memory?
- Q. Name the categories in which secondary storage devices are divided into.
- Q. What are the different types of CDs and DVDs?
- Q. Expand CD / DVD.
- Q. What is a pen drive / memory card?
- Q. Define a byte.
- Q. Name any three higher units of measurement of computer memory.

Evaluation

After explaining the chapter, let the students do the exercises given on Page 12 in the main course book as Test Your Skills. Tell the students to try sections under Fun Zone—Let's Solve and Let's Explore given on Page 13 in the main course book.

Take the students to the computer lab and let them practice the activity given in the Tech Practice section on Page 13 in the main course book. This will enhance the ability of the students and serve as a Subject Enrichment activity.

Suggested Activity

Ask the students to research and collect information about some secondary storage devices like floppy disks, which have now become obsolete.

2. Managing Files and Folders in Windows 10

Teaching Objectives

Students will learn about

- ☞ Windows
- ☞ 10 Desktop
- ☞ File or Folder

Teaching Plan

Number of periods: 3

While teaching this chapter, tell the students that Windows is a GUI based operating system developed by Microsoft.

Make the students recall desktop as the first screen on which they can work.

Familiarize the students with the components of Windows 10 desktop covering Start button, Icons, Taskbar, and Desktop background.

Explain briefly about each of these components of Windows 10.

Share with the students the usefulness of Show Desktop button.



Tell the students about the Live Tiles and Taskbar.

Demonstrate the steps to resize, move and add tile.

Tell the students about File and Folder.

Demonstrate to the students the steps to:

- Selecting a file/folder.
- Creating a file/folder.
- Renaming a file/folder.
- Copying a file/folder.
- Moving a file/folder.
- Deleting a file/folder.

Tell the students about Recycle Bin and its use.

Ensure that the scope of Teacher's Corner given at the end of the chapter has been covered.

Ask the students some oral questions based on this chapter.

Q. What is Windows 10?

Q. Name the components of Windows 10 desktop.

Q. Define Desktop Background.

Q. What are icons?

Q. In how many parts is the Start menu divided?

Q. What are Live Tiles?

Q. What is a file?

Q. What is a folder?

Q. What is Recycle Bin?

Evaluation

After explaining the chapter, let the students do the exercises given on Pages 24 and 25 in the main course book as Test Your Skills. Tell the students to try sections under Fun Zone—Let's Solve and Let's Explore given on Pages 25 and 26 in the main course book.

Take the students to the computer lab and let them practice the activity given in the Tech Practice section on Page 26 in the main course book. This will enhance the ability of the students and serve as a Subject Enrichment activity.

Suggested Activity

Ask the students to prepare a note on any one Gadget provided by Windows 7 on an A4 sheet of paper.