



Topic 1	Air	
Topic 2	Air and its Pollution	
Topic 3	Air Around Us	
Topic 4	Body Movements	
Topic 5	Changes Around Us	
Topic 6	Characteristics of Living Organisms	
Topic 7	Components of Food	
Topic 8	Electric Circuits	
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Topic 15	Leaf and Flower in a Plant	
Topic 16	Light Shadows and Reflection	
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Topic 18	Motion and Measurement of Distances	
Topic 19	Properties of Matter	
Topic 20	Separation of substances-I	
Topic 21	Separation of substances-II	
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Topic 23	Water	
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Topic 3	Applications of Decimals	
Topic 4	Area	
Topic 5	Basic Geometrical Ideas	
Topic 6	Curves and Polygons	
Topic 7	Data Handling	
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Topic 1	More about windows xp		
	<ul> <li>Changing the wallpaper</li> <li>Changing the screen saver</li> <li>Changing the screen appearance</li> <li>Changing the windows themes</li> <li>Adding the desktop item to the start menu</li> </ul>	<ul> <li>Removing on item from the start menu</li> <li>Opening the most recently used document list</li> <li>Changing the date &amp; time</li> <li>Step to change the time zone</li> <li>How to use a pendrive with windows</li> </ul>	
Topic 2	Introduction to MS-EXCEL		
	<ul> <li>Microsoft to ms-excel</li> <li>To start excel using the windows start menu</li> <li>The excel windows</li> <li>Workbook and worksheets</li> <li>The cell</li> </ul>	<ul> <li>Creating a workbook 1</li> <li>Creating a workbook 2</li> <li>Opening a workbook</li> <li>Closing a workbook</li> <li>Moving around the worksheet</li> </ul>	
Topic 3	About formulas		
	<ul> <li>Creating a formula in excel</li> <li>Using complex formulas</li> <li>Filling formulas to other cells</li> <li>Copy &amp; paste formulas</li> <li>Creating an absolute reference 1</li> </ul>	<ul> <li>Creating an absolute reference 2</li> <li>Using functions</li> <li>Excels built in Functions</li> <li>Finding the sum of a range of data</li> </ul>	
Topic 4	Flowcharting		
	<ul> <li>What is a Flowchart ?</li> <li>Advantages of flowcharts</li> <li>Flowcharting symbols</li> <li>Drawing a flowcharts example 1</li> </ul>	<ul> <li>Drawing a flowcharts example 2</li> <li>Drawing a flowcharts example 3</li> <li>Drawing a flowcharts example 4</li> <li>Drawing a flowcharts example 5</li> </ul>	
Topic 5	Introduction QBASIC		
	<ul> <li>Keywords</li> <li>Variables</li> <li>Types of variables in Qbasic variables</li> <li>Declaring and initializing variables</li> <li>Constants</li> </ul>		
Topic 6	Executing a program		
	<ul> <li>Debugging a program</li> <li>Debugging tools in QBasic</li> <li>Printing a program</li> <li>Exiting from QBasic</li> <li>Getting help</li> <li>Working with commands in QBasic editor</li> <li>Qbasic character set</li> </ul>		
Topic 8	String functions		
	<ul> <li>what is functions</li> <li>String functions</li> <li>String functions (UCASE\$() &amp; LCASE()</li> <li>String \$ () and Space \$ ()</li> <li>Space\$</li> <li>STR\$() and VAL()</li> <li>VAL()</li> </ul>		