



PM SHRI KENDRIYA VIDYALAYA OEF KANPUR
SUMMER BREAK HOMEWORK (2026-27)

Class- 1

(हिंदी)

भाग 1: वर्ण अभ्यास

नीचे दिए गए अक्षरों को 5-5 बार लिखो:

अ _____

क _____

म _____

स _____

भाग 2: चित्र देखकर लिखो

(माता-पिता बच्चों को चित्र दिखाएँ)

 = _____

 = _____

 = _____

 = _____

भाग 3: शब्द पढ़ो और लिखो

नीचे दिए गए शब्द 2-2 बार लिखो:

राम - _____

फल - _____

घर - _____

जल - _____

भाग 4: खाली स्थान भरो


म _ _

क _ ल


स _ र

ब _ ल

भाग 5: रंग भरो और लिखो


 (फूल का चित्र बनाकर रंग भरो)

फूल - _____

 (सूरज का चित्र बनाकर रंग भरो)

सूरज - _____

रोज 1 हिंदी कहानी सुनो और 2 नए शब्द सीखो।

 घर के 5 सामानों के नाम हिंदी में बोलो (जैसे - कुर्सी, मेज)।

Note- दिए गए सभी कार्य कमेंट शीट /A -4 sheet पर करें।

(ENGLISH)

- 1-Write 5 lines about yourself
(Name, age, school, favorite color, favorite food)
- 2- Write A to Z (capital & small letters) – 2 times
- 3- Draw a domestic and wild animal on the chart paper
- 4- Read a small story daily and tell it to parents
- 5- Learn and write any two English rhymes.

(MATHS)

1. Write and practice numbers up to 50.
2. Learn and write number names 1 to 30.
3. Practice forward counting 1 to 30 and backward counting 30 to 1.
4. Trace the outline of hands of your family members and find out whose hand is the biggest. Arrange in increasing order.
5. Make a GANIT MALA with 50 beads on a nylon string. Use only white and red coloured beads as shown in the picture.



6. Cut the colored papers and make shapes of triangle, circle, rectangle, square and paste in your copy.

***Make a 3 in 1 copy for holiday homework.**

(GARDENING)

🌱 1. "Grow Your Own Plant" Project

Activity: Plant a seed (like mustard, coriander, or beans) in a small pot or reused container.

What to do:

- Fill soil, sow seeds, water daily
- Keep in sunlight
- Watch it grow and take a picture with it .Paste it in your gardening notebook.

🌿 2. Leaf Collection & Art

Activity: Collect 5 different leaves from nearby plants.

Hands-on work:

- Press these leaves and paste it on sheet.
- Decorate you collection and write the name



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Class- 2

(हिंदी)

1. फूल का चित्र बनाकर उस पर अपना नाम लिखो व अलग-अलग पत्तों के चित्र बनाकर उस पर पापा का नाम, मम्मी का नाम व अपने स्कूल का पूरा नाम हिन्दी में लिखो।
2. कोई दो हिन्दी की कविता याद करो।
3. अपने मम्मी-पापा या भाई-बहन के सामने रोज़ 5 नए हिन्दी के शब्द बोले और अपनी कॉपी में लिखें।
4. पाँच पेज सुलेख लिखो। (सुलेख की कॉपी में।)
5. एक चित्र बनाये और उस पर दो वाक्य लिखें- जैसे मेरा घर , मेरी माँ
6. मातृ दिवस के दिन अपनी प्यारी माँ के लिए एक सुंदर कार्ड बनाये।

(ENGLISH)

1. Read 5-6 lines daily from a storybook. Try to read aloud and focus on pronunciation and fluency.
2. Read 1 and 2 lessons from the textbook and write difficult words 3 times.
3. Write the names of the games played by your grandparents.
4. Write 5 sentences about the given picture.



5. Write a few sentences about your summer holidays.
6. Prepare a project (model) on simple opposite words.

(MATHS)

1. Write 1- 100 numbers
2. Write 1- 100 number names
3. Learn multiplication tables from 2- 10 and write 1 time.
4. Make a small first aid box for class room (only roll no. 1 to 20)
5. Make a model of clock. (only roll no. 21 to 40)
6. Make a mala of 20 beads using :
 - a. 10 black beads and 10 red beads
 - b. (use big size beads)

(GARDENING)

1. Grow a plant (project)
 - Take any seed (coriander, mint , mustard, sunflower etc)
 - Sow it in a small pot.
 - Water it every day and observe its growth.
 - Draw pictures of your plant once a week.
 - Write 3-4 lines about how you took care of it.
2. Leaf art activity
 - Collect 5 different types of leaves.
 - Paste them in your scrapbook.
 - Write the name of the plant/ tree.



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SUMMER BREAK HOMEWORK (2026-27)

Class- 3

(हिंदी)

1. कोई 10 विलोम शब्द लिखिए।
2. कोई 10 समानार्थी शब्द लिखिए।
3. दिए गए शब्दों की रेलगाड़ी बनाइए। कम से कम 5 शब्द सीखो
4. जैसे- चींटी, छुट्टी, दरवाज़ा, किताब, नदी, कौन, दुनिया, श्रम, पर्वत
5. जैसे- खरगोश – शलगम-मछली-लाल-लालच
6. समाचार पत्र (Newspaper) से संज्ञा वाले चित्र काट कर चिपकाइए और उसका नाम भी लिखिए आठ से दस।
7. हिंदी की नैतिक कहानियाँ, शिक्षा देने वाली कहानी (पढ़िए एवं याद कीजिए)।
8. सप्ताह में एक पेज सुलेख लिखिए।

नोट – सभी कार्य एक शी इन वन कॉपी में करें।

(ENGLISH)

1. Draw pictures of different leaves and write your name, parents name and your school's name.
2. Draw a rainbow and write the name of colours.
3. Write 20 Action words that you observe in your daily life situation and form one sentence from each action word.
4. Identify and write the naming words in your surroundings.
5. Practice handwriting every day.
6. Make Mother's day card and write few lines.
7. Read and write 5 new words daily.

केन्द्रीय विद्यालय संगठन

(MATHS)

1. Write number name of any 20 numbers (3 digit numbers)
2. Measure and height of all of your family members in hand span.
3. Create 10 number pattern on you own.
4. Observe and write name of 10 objects you find around you and name the shape they are similar to.
5. Write 20 multiplications in your notebook (2 digit multiplication)
6. Create a drawing using shapes.
7. Write table up to 15.
8. Write how many sundays are there during your summer vacation.
9. Count and write footsteps count.
 - a) From your bed to kitchen
 - b) From your house to playground

(TWAU)

1. **My Favorite Season – summer**

Write 8-10 lines on:

Why do you like summer?

What do you eat/drink?

What activities do you enjoy?

2. **Plants around Me-**

Write names of 5 plants you see around your house.

Draw and color any one plant.

3. **Draw or paste pictures of summer foods** (fruits/vegetables).

Example: mango, watermelon, cucumber, etc.

4. **Make any one item using waste materials:**

Pen stand/Bird Feeder/ Flower vase

5. **Bird Care Activity:**

Keep water for birds in a bowl outside.

Observe birds and write:

Which birds came?

How many?

Note – All written work done in comment sheet or A-4 sheet.

(BANSURI- ART INTEGRATION)

Section A: Notebook Work (नोटबुक कार्य)

Song

1-National Anthem: Write the National Anthem neatly 5 times in your music notebook.
(राष्ट्रगान: अपनी संगीत की नोटबुक में राष्ट्रगान को 5 बार साफ़-साफ़ लिखें।)

2-Guess the Actions: Refer to Page No. 84. Draw the actions shown and write a brief description for each.

(एक्शन पहचानें: पेज नंबर 84 को देखें। वहां दिखाए गए चित्रों को बनाएं और उनके बारे में लिखें।)

Dance

3--Hand & Finger Movements: Refer to Page No. 86. Draw and write about 5 different hand/finger movements (Mudras).

(हाथों की मुद्राएं: पेज नंबर 86 की सहायता से हाथों या उंगलियों की 5 अलग-अलग मुद्राओं के चित्र बनाएं और उनके बारे में लिखें।)

4-Action Drawings: Draw 2 activities each for: Sitting, Turning, and Jumping.

(क्रिया चित्र: बैठना, मुड़ना और कूदना—इन प्रत्येक क्रियाओं के लिए 2-2 चित्र बनाएं।)

Theatre

Section B: Chart Paper Work (चार्ट पेपर कार्य)

5-Folk Dances: Draw or paste pictures of any five folk dances from different states (e.g., Rajasthan, Gujarat, UP, MP, or Bengal).

(लोक नृत्य: किन्हीं पांच राज्यों के लोक नृत्यों (जैसे: राजस्थान, गुजरात, उत्तर प्रदेश, मध्य प्रदेश, या बंगाल) के चित्र बनाएं या चिपकाएं।)

6-Creative National Flag: Make the Indian National Flag on your chart paper using recycled materials like pulses, bottle caps, or waste paper.

(रचनात्मक राष्ट्रीय ध्वज: चार्ट पेपर पर बेकार वस्तुओं जैसे दालें, बोतलों के ढक्कन, या रद्दी कागज का उपयोग करके भारतीय राष्ट्रीय ध्वज बनाएं।)

DIGITAL LEARNING

Topic: Understanding Computer Basics

Activity 1: Creative Poster Making

1. Draw a beautiful diagram of a computer system on an A4 sheet and label its main parts.
2. Draw and color the Monitor, Keyboard, Mouse, and CPU.
3. Write one main function below each part.

Activity 2: The Keyboard Explorer

Find the answers and write in your classwork notebook

1. Which is the longest key on the keyboard?
2. What is the total count of alphabet keys?
3. If you have typed something wrong, which key will you use to erase it?
4. Which key is pressed to move to a new line?

Activity 3: Do's and Don'ts in Computer Lab

Make a list of 3 "Good habits" (Do's) and 3 "Bad habits" (Don'ts) for computer lab.

1. Hint: We should not run in the computer lab, Be gentle while using computer.

Activity 4: Brainstorming

Think and write:

1. What are two things that a computer can do but a human cannot (Strengths)?
2. What is one thing that a human can do but a computer cannot (Limitations)?



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SUMMER BREAK HOMEWORK (2026-27)

Class- 4

(हिंदी)

1. अपनी गर्मी की छुट्टियों के बारे में 8-10 वाक्य लिखिए। (आप कहाँ गए, क्या किया)
2. किसी पार्क या खेल के मैदान का चित्र बनाइए और उसके बारे में 5 वाक्य लिखिए।
3. वाक्य बनाओ: निम्न शब्दों से वाक्य बनाइए:
 1. पानी
 2. स्कूल
 3. दोस्त
 4. खेल

4. अपठित गद्यांश:

5. नीचे दिए गए गद्यांश को पढ़कर प्रश्नों के उत्तर लिखिए:

गर्मी के मौसम में हमें अधिक पानी पीना चाहिए। हमें धूप से बचना चाहिए और हल्के कपड़े पहनने चाहिए। फल और सब्जियाँ खाने से हम स्वस्थ रहते हैं।

1. हमें गर्मी में क्या पीना चाहिए?
2. हमें धूप से क्यों बचना चाहिए?
3. स्वस्थ रहने के लिए क्या खाना चाहिए?
4. गर्मी से बचने के लिए पक्षियों के लिए वेस्ट मटेरियल का इस्तेमाल करके चिड़िया का घोंसला बनाएं।
5. एवं रोज पक्षियों और जानवरों के लिए घर के छतों पर या बाहर पानी अवश्य रखें।

नोट – दिया गया सभी कार्य कमेंट शीट/ A 4 sheet में करें।

(ENGLISH)

1. Write two sentences handwriting daily for 40 days with date.
2. Make a dictionary of new words in alphabetical order from the first five Lessons and also learn them.
3. Draw and two crossword puzzle in notebook and solve it.
4. Prepare a speech to talk like a National Leader whom you admire or talk like any character that you like from any of your lessons.
5. Read the lesson 1 and 2.
6. Make a story based on unity and write on your notebook.

(MATHS)

NOTE- DO HW SEPERATELY ON A4 SIZE PAPER OR RULED PAPERS. IT SHOULD BE SUBMITTED IN FILE.

1. Write and Learn tables from 2 - 20.
2. Make a table for 5 days where you write your daily activities, the time they start and end, and how long each activity lasts?
3. Measure 5 household items (like a book, table, or bed) and write down their length, width, and height in centimeters.
4. Make a model of 2-D & 3-D Diagram (any 10)
5. Collect and paste journey tickets either of **bus/ metro/ train/ plane** and write the following-
Date of journey, KMS, distance, seat number, time and cost of ticket
6. Using geometry box compass, draw a beautiful design using only circles (at least 4). Colour it beautifully too. **One example is shown below-**



7. Crossword puzzle (fill the green boxes):

(a)

2	x		=	6			x	5	=	30
				x		x				
	x	1	=			8	x	4	=	
				=		=				
			x	24	=					

(b)

64	÷		=	8			÷	2	=	36
÷				÷		÷				÷
	÷		=	2			÷	4	=	
=				=		=				=
32			÷		=	9				18

(TWAU)
General Instructions:

1. Complete all work neatly in a separate notebook.
2. Use colors and creativity wherever needed.
3. Parents are requested to guide but not do the work.
4. Submit homework after summer vacation

A. Subject-Based Homework (EVS - Our Community):

1. Write about your community (10–12 lines). Include types of people and services available.
 2. Draw and label 5 community helpers (Doctor, Teacher, Police, etc.).
 3. Make a chart showing ‘Do’s and Don’ts in Our Community’.
 4. Interview any one community helper and write 5 questions & answers.
 5. Make a model of your community using waste materials.
 6. Draw your dream community and color it.
 7. Prepare a poster on ‘Clean Community, Healthy Community’.
- Fun Activity:
8. Plant a tree and take care of it.
 9. Help your parents in daily chores.
 10. Spend time with grandparents and learn something new and write your experience.
 11. Draw some community places, community rules in your notebook.

(BANSURI- ART INTEGRATION)

Theatre (थिएटर)

1-Page no - 6, Activity no - 1.5: Make a Doraemon. Write Doraemon song, sing and learn.

पेज 1-1-नंबर - 6, गतिविधि नंबर - 1.5: एक डोरेमोन बनाएँ। डोरेमोन का गाना लिखें, उसे गाएँ और याद करें।

2-Panchatantra Exercise:

पंचतंत्र अभ्यास:

2-Your favourite animal movement.

अपने पसंदीदा जानवर की चाल (मूवमेंट) करके दिखाएँ।

3-Make a mask of any one of the favourite animal.

अपने किसी भी एक पसंदीदा जानवर का मुखौटा (mask) बनाएँ।

4-Write about ten words about your favourite animal.

अपने पसंदीदा जानवर के बारे में लगभग दस शब्द लिखें।

Music (संगीत)

5-Write 5 times of this Alankar: (Sa Re Ga Ma Pa Dha Ni Sa / Sa Ni Dha Pa Ma Ga Re Sa)

इस अलंकार को 5 बार लिखें: (सा रे गा मा पा धा नी सां / सां नी धा पा मा गा रे सा)

6-Write 5 times of this Alankar: (SS RR GG MM PP DD NN SS / SS NN DD PP MM GG RR SS)

इस अलंकार को 5 बार लिखें: (सासा रेरे गागा मामा पापा धाधा नीनी सांसां / सांसां नीनी धाधा पापा मामा गागा रेरे सासा)

7-List out some animals and birds that make high pitched sounds and low pitched sound also.

कुछ ऐसे जानवरों और पक्षियों की सूची बनाएँ जो बहुत तेज़ (high pitch) और धीमी/गहरी (low pitch) आवाज़ निकालते हैं।

Dance

(नृत्य)

8-Write Alankars (SRG, RGM...) and (SRGM, RGMP...) in your notebook.

अपनी नोटबुक में ये अलंकार (सरेग, रेगम...) और (सरेगम, रेगमप...) लिखें।

9-Draw any 5 Classical dance mudras. Help with page no- 143.

शास्त्रीय नृत्य की कोई भी 5 मुद्राएँ बनाएँ। पेज नंबर- 143 की मदद लें।

10-Draw the pictures from page no. 142 and add beats and rhythm to your own movements. (Related to Chapter 4 of TWAU textbook).

पेज नंबर 142 के चित्र बनाएँ और अपनी चाल (movements) में ताल और लय जोड़ें। (यह TWAU पाठ्यपुस्तक के अध्याय 4 से संबंधित है)।

11-Draw/Paste all hand gestures which are given in page no. 147 in chart paper.

पेज नंबर 147 में दी 11-गई सभी हस्त मुद्राओं (hand gestures) के चित्र चार्ट पेपर पर बनाएँ या चिपकाएँ।

(DIGITAL LEARNING)

Topic: Journey of Computers & Creative Presentations

Activity 1: The Time Machine (History of Computers)

Computers did not always look the way they do today. Research the old machines mentioned below and write about them in your notebook:

1. **Abacus:** What was this device used for?
2. **Charles Babbage:** Why is he known as the "Father of the Computer"?
3. **ENIAC:** Can you describe how big this computer was? (*Hint: It was as large as a big room!*)
4. **Task:** Paste or draw one picture of an ancient computer and one picture of a modern laptop. Write one main difference between the two.

Activity 2: My First Presentation (MS PowerPoint Practical)

Main Heading: Create a short presentation on your "**Favorite Hobby**" or "**My Family.**"

1. Slide 1: Title Slide (Write your name and the topic).
2. Slide 2: write about your hobby or about family (3-4 lines).
3. Slide 3: Insert a beautiful picture of your hobby or a family
4. Formatting Task:
 - a) Change the background color of the slides.
 - b) Use different font styles and colors.
 - c) Check your presentation by running the Slide Show (F5).
5. Finally print all 3 slides in greyscale (black & white) bring them with you.

Activity 3: Quiz Time

Choose the Correct Answer:

- a. Which was the world's first calculating device? (Abacus / Calculator)
- b. What is the shortcut key to insert a new slide in PowerPoint? (Ctrl+M / Ctrl+P)
- c. Which "Generation" of computers are we living in today?



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SUMMER BREAK HOMEWORK (2026-27)

Class- 5

(हिंदी)

1. रोज समाचार पत्र पढ़िए और कुछ नए शब्दों को खोजकर उनके अर्थ के साथ लिखिए।
2. IPL क्रिकेट खेल के बारे में एक समाचार लिखिए।
3. भारत में पाए जाने वाले 5 सबसे अधिक गर्म शहरों के नाम लिखें। गर्मी को कम करने के लिए उन शहरों के लोगों के द्वारा पिए जाने वाले किन्हीं दो-दो पेय पिए जाने वाले (पदार्थों के नाम लिखें)।
4. किन्हीं ऐसे दस पेड़-पौधों के नाम चित्र सहित लिखिए जिनसे दवाईयाँ बनती हैं। चार्ट पर अपनी हिंदी की कॉपी में पाँच पृष्ठ सुलेख लिखो।
5. संज्ञा और विशेषण का प्रकार और भेद बताते हुए एक चार्ट प्रस्तुत कीजिए।

**** इस सारे काम के लिए एक अलग हॉलिडे नोटबुक का इस्तेमाल करें।
कृपया इसे अपनी हिंदी नोटबुक में न करें।
छुट्टीयों की शुभकामनाएँ! ****

(ENGLISH)

Note: Only *1 task per week + 1 fun task*.

Week 1: Parts of Speech

1. Make a small chart: 8 Parts of Speech + 2 example each.
2. Write 10 nouns, 10 verbs, 10 adjectives from your house.

Fun: Play "Name-Place-Animal-Thing" once with family.

Week 2: Tenses

1. Write 5 lines each: What I do daily / What I did yesterday / what I will do tomorrow.
2. Tense table for 10 verbs: go, eat, write, play, read, spend, do, drive, swim, and hear
→ V1, V2, V3 (will+V1).

Fun: Tell a 1-min story to your family using past tense

Week 3: Writing → _

a) Punctuate these sentences:

1. Where are you going Riya asked?
2. Wow what a beautiful rainbow
3. My brother's book is on the table
4. I have a dog a cat and a parrot
5. Did you complete your homework yesterday?

b) Write a letter to your best friend about holidays – 80-100 words only.

Week 4: Vocabulary + Reading → Days 22-30

1. Read any 1 story. Write name, author, what you liked in about 80-100 words.
 2. Write 10 opposite words + 10 same meaning words.
 3. Word Power: Write 15 synonyms, 15 antonyms, 10 homophones with sentences.
- *Fun*: Make a bookmark with 3 punctuation marks drawn on it.

*File Rules -

- Cover page + 4 week pages + 1 drawing page

(MATHS)

Section A – Number System

Number Practice Write numbers from 1 to 1000.	Write the place value and expanded form 45,678 78,905	Write the number names for: 1,245 7,890
Write numbers from 1000 to 1.	63,421 90,876 12,345	10,000 5,678 9,999

Section B – Operations

Addition 4,278 + 2,356 7,845 + 3,129 9,456 + 8,234 5,678 + 4,987 6,789 + 1,234	Subtraction 7,896 – 2,437 9,000 – 4,567 8,765 – 3,456 6,543 – 2,198 5,432 – 1,987	5. Multiplication 23×47 54×32 345×6 278×4 125×18	6. Division $1269 \div 3$ $2456 \div 4$ $3780 \div 5$ $4896 \div 6$ $8750 \div 7$
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Section C – Fractions and Decimals

Solve: $1/4 + 2/4$ $3/5 + 1/5$ $5/8 - 2/8$ $2/3 + 1/6$ $7/10 - 3/10$	Convert into decimals: $3/4$ $1/2$ $7/10$ $9/100$ $25/100$
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Section D – Measurement & Time

Convert 5 km into metres. Convert 7500 g into kilograms. Convert 3 litres into millilitres. Convert 250 cm into metres and centimetres.	What time will it be after 3 hours 25 minutes from 4:15 p.m.? Find the duration between 8:30 a.m. and 1:15 p.m. A movie starts at 6:45 p.m. and ends at
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Add 2 kg 500 g and 3 kg 750 g.
19000 litres of water and 15000 litres

9:10 p.m. How long is it?

Section E – Geometry & Shapes (Art integrated)

Draw and label:
An acute angle
A right angle
A triangle
A rectangle
A square

Draw any three objects showing
symmetrical line from the Real Life
objects

F – Money Activity (Experiential learning)

Plan a small budget of ₹ 800– 1000 for
a family picnic or a birthday party.

Ramesh bought a book for ₹120.50 and
a pen for ₹ 45.00. He gave the
shopkeeper a ₹200 note. How much
change will he get back?

Write any three (Secret Message) using alphabets or numbers on a separate sheet
Revise tables from 2 to 20 regularly.

*Use a separate holiday notebook for all this work.
Please don't do it in your fair math notebook.
Happy Holidays.*

(TWAU)

1. Revise and learn the 10 day readiness program work.
2. Locate the states of India on a political map and write their capitals.
3. Write the names of seasonal fruits of your area.
4. Write one slogan on each topic given below (on A4 size paper):
 - (a) Cleanliness
 - (b) Environment
 - (c) Save Water
5. Make a nutrients chart.
6. Make a drawing/poster on any one topic:
 - a) Water conservation
 - b) Healthy food habits
 - c) Save trees
 - d) Uses and abuses of mobile phones

e) Yoga mudras, etc.

7. Write five harmful effects of eating unhealthy food.

10. Write an essay on the importance of exercise in our daily life.

11. Write the names of five major rivers of India and locate them on the map.

12. Write five good habits that help keep our environment clean and healthy.

Note:-

Do written work in separate 20 page copy.

Do poster or drawing in chart paper

(BANSURI- ART INTEGRATION)

Music (संगीत)

1-Write song "Itni Shakti Hame Dena Data" and learn also. Write in Hindi and English both.

इतनी शक्ति हमें देना दाता गाना लिखें और याद भी करें। इसे हिंदी और अंग्रेजी दोनों में लिखें।

2-Make a chart with the help of Chapter-11, Page no. 101, Activity 11.1.b.

पाठ-11, पेज नंबर 101 की गतिविधि 11.1.b की मदद से एक चार्ट बनाइए।

3-Write in your music notebook: "Chamba Kitni Door" traditional Himachali song (Page no. 104).

अपनी म्यूजिक नोटबुक में पारंपरिक हिमाचली गीत "चंबा कितनी दूर" लिखें (पेज नंबर 104 देखें)।

4-Make any one musical instrument.

कोई भी एक संगीत वाद्ययंत्र (musical instrument) का मॉडल बनाइए।

Dance (नृत्य)

5-Draw any two traditional dance forms on chart paper.

चार्ट पेपर पर किन्हीं दो पारंपरिक नृत्य शैलियों के चित्र बनाइए।

6-Draw "Hand Gestures" from Page no. 137 on chart paper.

पेज नंबर 137 पर दी गई "हस्त मुद्राओं" (Hand Gestures) को चार्ट पेपर पर बनाइए।

Theatre (थिएटर)

7-Draw "Suswagatam" and colour it also.

"सुस्वागतम" लिखें, उसका चित्र बनाएँ और उसमें रंग भी भरें।

(DIGITAL LEARNING)

Topic: Mastering Microsoft Excel

Activity 1: Personal Expense Tracker (Practical Task)

Create an Excel sheet to track your expenses or pocket money for one week (7 days).

- a. **Table Columns:** Create headers for **Date**, **Item Name**, and **Amount**.
- b. **Tasks to Perform:** Use the following functions to calculate your data:
 1. **SUM():** To find the total amount spent during the week.
 2. **AVERAGE():** To find the average daily expense.
 3. **MAX() & MIN():** To identify your highest and lowest spending items.
 4. **COUNT():** To count the total number of items purchased.

Activity 2: Logical Thinking (The IF Function)

Imagine you have created a "Student Marksheet" in Excel.

1. If a student's marks are **above 40**, the result should show "**Pass**", otherwise, it should show "**Fail**".
2. **Written Task:** Write the correct IF() formula in your notebook that would achieve this result.

(Example: =IF(Cell_Address > 40, "Pass", "Fail"))

Activity 3: Diagram & Labeling (A4 Sheet Activity)

On an A4 sheet, draw the MS Excel Interface (Worksheet).

1. Draw and label the **Rows** (1, 2, 3...) and **Columns** (A, B, C...).
2. Highlight one **Cell** and write its **Cell Address** (e.g., A1 or B2).
3. Label the **Title Bar**, **Menu Bar**, and **Worksheet Tab**.

Activity 4: Quick Revision Quiz

Answer the following questions in your computer notebook:

1. Why is MS Excel known as **Spreadsheet software**?
2. Explain the difference between a **Workbook** and a **Worksheet**.
3. How is a **Cell Address** formed? Provide two examples.
4. What is the purpose of the **AutoSum** feature?

OPTIONAL :

Project Idea: Create a complete **Student Marks Sheet** including Names and Subject Marks, then use **SUM()** to find the total and **AVERAGE()** to find the percentage.