

## SUBJECT - ENGLISH

## Prescribed Books-

1. Great Fun with Grammar (Macmillan Education) - 4
2. English Rose (Macmillan Education) - 4

| Term-I |  |  | Marks |
| :---: | :---: | :---: | :---: |
| 7 3 0 0 0 0 0 0 0 0 0 0 0 0 |  | A) Periodic Test - I <br> - English Rose <br> Ch. - 1 Mowgli and the Bandar Log <br> Ch. -2 Alice in Wonderland <br> - Great Fun with Grammar <br> 1. Common and Proper Nouns (Revision) <br> 2. Abstract and Concrete Nouns <br> - Writing <br> Application Writing <br> B) Subject Enrichment Activity (SEA) <br> Student will be judged / assessed / tested on different parameters to conduct a Qualitative Assessment of his / her knowledge, After each chapter of literature, tests based on dictation, reading, writing, word meaning, make sentences, Q. / Ans. short and long, character sketches, value based ques., | 10 |



| Term-II |  |  | Marks |
| :---: | :---: | :---: | :---: |
|  |  | A) Periodic Test-II <br> - English Rose <br> Ch.-5 A Stormy Way <br> Ch. -8 Those Three Bears <br> - Great Fun with Grammar <br> 12. Word order and sentence <br> 13. Subject and Predicate (Revision) <br> - Writing <br> Paragraph Writing <br> B) Subject Enrichment Activity (SEA) <br> Same as Ist Term. <br> C) Notebook Submission | 10 |
|  | - | Section - A (Reading) <br> Two unseen passages carrying 5 marks each will be asked. (No MCQ's will be given) <br> (No unseen poem will be asked in exams) <br> Section - B (Writing) <br> 1. Application <br> 2. Paragraph | 10 $5 \times 2=10$ |




Story Time

## Notes-

- Read and prepare the chapters thoroughly as any question may be asked from the chapters.
- The writing techniques given in the note book are for practise only.
- 1st Term Grammar will be asked in 2nd Term too.
- Questions may not be asked from the work done in the grammar book.
- Chapters of Term-I for Literature Reader will not be asked in Term-II.

| Marks Division of Section - D for Half Yearly and Annual Exams |  |  |  |  |
| :---: | :--- | :---: | :---: | :---: |
| S. No. | Details | No. of Ques. | Marks Per Ques. | Total |
| 1. | One extract from Prose | 3 | 1 | 3 |
| 2. | One extract from Poetry | 3 | 1 | 3 |
| 3. | Word - Meaning (3 out of 4) | 3 | 1 | 3 |
| 4. | Make Sentences (3 out of 4) | 3 | 1 | 3 |
| 5. | Short Questions (3 out of 5) | 3 | 2 | 6 |
| 6. | Long Answer (1 out of 2) | 1 | 4 | 4 |
| 7. | Exercises | - | - | 8 |
| Total |  |  |  |  |

## हिन्दी पाठ्यक्रम

## प्रस्तावित पुस्तकें-

1. सुबोध भारती ( संस्कृति प्रकाशन)
2. नवरत्न हिन्दी व्याकरण एवं रचना (बालसम प्रकाशन)

|  | Term-I | Marks |
| :---: | :---: | :---: |
| - | A) Periodic Test-I <br> पाठ-1 हिमालय <br> पाठ-2 राजा का न्याय <br> - लिंग परिवर्तन <br> - वचन परिवर्तन <br> B) Subject Enrichment Activity (SEA) (गुणात्मक विश्लेषण) विद्यार्थियों की योग्यता को निम्नलिखित मानक मूल्यों पर जाँचा जाएगा- <br> - साहित्य पाठों पर आधारित श्रुतलेख, वाचन, सुलेख, शब्दार्थ, वाक्य प्रयोग, प्रश्नोत्तर (अति लघु, लघु, दीर्घ) बहुविकल्पीय प्रश्न, चरित्र चित्रण, रिक्त स्थान, मूल्य परक प्रश्न, सही गलत, मिलान करो, किसने किससे कहा, पठित गद्यांश एवं पद्यांश पर आधारित प्रश्न-उत्तर, एक शब्द में उत्तर, आदि अभ्यास कार्य पाठों में से कहीं से भी पूछे जा सकते हैं। | 20 |


|  | - व्याकरण पाठ्यक्रम से संबंधित विषयों पर भी विभिन्न अभ्यास कार्य एवं वाचन कौशल परीक्षण कराया जाएगा। <br> C) Note Book Submission (NB) | 5 |
| :---: | :---: | :---: |
| 第 | हिन्दी साहित्य- <br> पाठ-1 हिमालय <br> पाठ-2 राजा का न्याय <br> पाठ-3 वन हैं, तो हम हैं <br> पाठ-4 मूल्यवान समय <br> पाठ-5 मैं हूँ साबरमती <br> पाठ-6 पक्षी छोटे, काम बड़ा <br> साहित्य का प्रश्न-पत्र प्रारूप व अंक योजना (वार्षिक एवं अर्द्धवार्षिक परीक्षा) (40 अंक) <br> 1. गद्यांश पर आधारित प्रश्न-उत्तर <br> 2. पद्यांश पर आधारित प्रश्न-उत्तर <br> 3. शब्दार्थ एवं वाक्य प्रयोग <br> 4. लघु उत्तरीय प्रश्न-उत्तर | 40 |




| 8. वर्ण एवं शब्द | 4 |
| :--- | :--- |
| 9. अनेक शब्दों के लिए एक शब्द | 3 |
| 10. अपठित गद्योंश | 3 |
| 11. अनौपचारिक पत्र | 4 |
| 12. अनुच्छेद | 4 |

नोट-

- साहित्य पाठों का अध्ययन भली- भाँति करें, क्योंकि पाठ से संबंधित कुछ भी पूछा जा सकता है।
- व्याकरण भाग से वार्षिक परीक्षा में लिंग परिवर्तन, वचन परिवर्तन अर्द्धवार्षिक पाठ्यक्रम से भी शामिल किया जाएगा।


## SUBJECT - MATHEMATICS

## Prescribed Book -

Mathematics Success by Ved Dudeja, V. Madhavi, Sushma Nayar and Aarti Srivastav

| Term-I |  |  | Marks |
| :---: | :---: | :---: | :---: |
| 岂 |  | A) Periodic Test-I | 20 (10) |
|  |  | Ch. -1 Numbers beyond 9999 | 10 |
|  |  | Ch. -2 Addition and Subtraction | 10 |
|  |  | B) Subject Enrichment Activity (SEA) | 5 |



|  | - | Ch. - 6 | Fractions | 12 |
| :---: | :---: | :---: | :---: | :---: |
|  |  | Ch. -7 | Geometry | 12 |
|  |  | Ch. -8 | Measurement | 12 |
|  |  | Ch. -10 | Time | 12 |
|  |  | Ch. -11 | Money | 12 |
|  |  | Ch. - 12 | Pictorial Representation | 12 |
|  |  | Chapter | from Term-I |  |
|  |  | Ch. - 5 | Multiples and Factors | 8 |

## Notes-

- Paper duration in each term will be of 2 hours 30 minutes.
- 1 chapter of Ist term will be repeated in 2nd term with a weightage of 8 marks.
- Paper setter may increase or decrease the weightage of chapters 1 or 2 marks.
- Two periodic tests of 20 marks each will be conducted during the whole session.
- In PA-I and PA-II 50\% questions will be from the syllabus but out of book.
- In Half Yearly and Annual $25 \%$ questions will be from the syllabus but out of book.

| Paper Pattern and Marking Scheme for Periodic Tests |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| S. No. | Details | No. of Ques. | Marks Per Ques. | Total |
| 1. | Very Short Questions (Objective) | 6 | 1 | 6 |
| 2. | Short Questions (Type 1) | 2 | 2 | 4 |
| 3. | Short Questions (Type 2) | 2 | 3 | 6 |
| 4. | Long Questions | 1 | 4 | 4 |
| Total |  |  |  | 20 |
| Paper Pattern and Marking Scheme for Half Yearly and Annual Exams |  |  |  |  |
| S. No. | Details | No. of Ques. | Marks Per Ques. | Total |
| 1. | Very Short Questions (Objective) | 20 | 1 | 20 |
| 2. | Short Questions (Type 1) | 6 | 2 | 12 |
| 3. | Short Questions (Type 2) | 8 | 3 | 24 |
| 4. | Long Questions | 6 | 4 | 24 |
|  |  |  | Total | 80 |
| 16 |  |  |  |  |

## SUBJECT - SCIENCE

Prescribed Book - Universal Science - Grade 4
Published by - Pearson


|  |  | Assessment I - List of Diagrams <br> 1. Parts of Leaf <br> 2. Life Cycle of Butterfly <br> 3. Parts of a teeth <br> 4. Digestive System <br> Project / Activity - Paste the pictures (or) draw the diagram of any two insectivores plants (Page No. - 19) |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Term-II |  |  |  |  | Marks |
| $\begin{array}{\|l} \underset{1}{4} \\ \frac{1}{4} \end{array}$ | - | A) Periodic Test - II <br> Ch. - 10 Our Environment \& Pollution Ch. - 11 Weather, Air \& Water <br> B) Subject Enrichment Activity (SEA) Qualitative Analysis - Same as Term - I <br> C) Notebook Submission |  | Total | 10 <br> 5 <br> 5 |
|  |  |  |  | 20 |
| 気 | - | Name of <br> Ch. -6 <br> Ch. -10 <br> Ch. -11 <br> Ch. -12 <br> Ch. -13 | Chapters- <br> Teeth \& Digestion Our Environment \& Pollution Weather, Air \& Water States of Matter Force, Work \& Energy |  |  | $\begin{gathered} \hline 80 \\ 16 \\ 16 \\ 8 \\ 8 \\ 16 \\ \hline \end{gathered}$ |


|  | Assessment - II <br> List of Diagrams- <br> 1. Composition of Air <br> 2. Sea Breeze <br> 3. Change in states of matter (Page . 133) <br> Deleted Chapters- <br> Ch.-7 Keeping Safe <br> Ch. - 8 Cloth we wear <br> Ch.-9 Our Universe <br> 4. Land Breeze <br> Repeated Chapters- <br> Ch.-2 The Food Factory of Plants <br> Ch. -5 Food \& Health <br> Activity / Project - Draw or paste different types of fibres (any 5) on a chart or a drawing sheet. |  |  | 8 <br> 8 <br>  <br> 80 |
| :---: | :---: | :---: | :---: | :---: |
| Periodic Assessment - 20 Marks |  |  |  |  |
| S. No. | Type of Questions | Marks Per Ques. | No. of Ques. | Total |
| 1. | Very Short Ans. type Ques. (Self Made) | 1 | 10 | 10 |
| 2. | Short Answer type Questions | 2 | 2 | 4 |
| 3. | Long Answer type Questions | 3 | 2 | 6 |
| Total |  |  |  | 20 |


| Question Paper Pattern |  |  |  |  |  |  |
| :---: | :--- | :---: | :---: | :---: | :---: | :---: |
| S. No. | Type of Questions | Marks Per Ques. | No. of Ques. | Total |  |  |
|  | Own - 30 Marks |  |  |  |  |  |
| 1. | Fill in the Blanks | 1 | 10 | 10 |  |  |
| 2. | One Word |  |  |  |  |  |
| 3. | True / False | 1 | 5 | 5 |  |  |
| 4. | M.C.Q. | 1 | 5 | 5 |  |  |
|  |  | 1 | 10 | 10 |  |  |
|  | Back Exercises from the book - 50 Marks |  | Total | $\mathbf{3 0}$ |  |  |
| 1. | Diagram | 5 |  |  |  |  |
| 2. | Short Ans. Type Ques. (9 out of 11) | 2 | 1 | 5 |  |  |
| 3. | Long Ans. Type Ques. (9 out of 11) | 3 | 9 | 18 |  |  |
|  |  |  | 9 | 27 |  |  |

In Notebook questions of 2 \& 3 marks will be done.

## SUBJECT - SOCIAL STUDIES

Prescribed Book - Cordova My Wonderful Book of Social Studies - 4

|  | Term-I | Marks |
| :---: | :---: | :---: |
| 官 | A) Periodic Test - I <br> Lesson-3 The Northern Plains <br> Lesson-8 Natural Resources <br> B) Subject Enrichment Activity (SEA)-Qualitative Assessment <br> Chapter based assessment of students through pen paper tests / oral tests of fill ups, T / F, M.C.Q., short questions, maps, diagram, viva, extempore knowledge and skill activity, etc. <br> C) Notebook | 10 5 5 |
| 第 | Lesson-3 The Northern Plains <br> Lesson-7 The Climate of our Country <br> Lesson-8 Natural Resources <br> Lesson-11 Our Water Resources <br> Lesson-18 Local Self Government <br> Diagram-Plateau, Water Cycle, Oasis <br> Map - Label and Identification of state in the political map of India, Neighbouring countries, water bodies. | 80 |


| Knowledge of Skill Activities - Learning states name with their capitals. <br> Important Political Heads - (PM, CM, etc.) <br> Important information about states and Saharanpur <br> Famous Places, Landmarks + National Symbols |  |  |
| :---: | :---: | :---: |
|  | Term-II | Marks |
|  | A) Periodic Test-II <br> Lesson-10 Our Forest Wealth Lesson-22 They Made History <br> B) Subject Enrichment Activity Same as 1st Term. <br> C) Notebook | 20 (10) |
| 気 | Lesson-10 Our Forest Wealth <br> Lesson-12 Our Mineral Wealth <br> Lesson-13 Our Human Resources <br> Lesson-19 Our Rights and Duties <br> Lesson-21 Our Culture <br> Lesson-22 They Made History <br> Diagrams - National Flag + Diagrams of 1st Term <br> Map Work - Dams - Hirakund Dam, Sardar Sarovar Dam, Bhakra Nangal Dam | 80 |


| National Parks - Gir, Dachigam, Kanha, Sariska, Jim Corbett Wildlife Sanctuaries - Periyar, Bharatpur, Manas + Map of 1st Term Knowledge \& Skill Activities - Same as 1st Term |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| S. No. | Type of Questions | Marks Per Ques. | No. of Ques. | Total |
|  | Self Made - |  |  |  |
| 1. | Fill in the Blanks | 1 | 8 | 8 |
| 2. | One Word | 1 | 5 | 5 |
| 3. | True / False | 1 | 5 | 5 |
| 4. | M.C.Q. | 1 | 8 | 8 |
| 5. | Match the Column | 1 | 4 | 4 |
|  | From Book Back Exercise - <br> Answer in Brief |  |  |  |
| 6. 7. | Answer in Detail | 3 | $\begin{aligned} & 9 \\ & 8 \end{aligned}$ | 18 |
| 8. | Map | 1 | 4 | 4 |
| 9. | Diagram | 4 | 1 | 4 |
|  |  | Total | 52 | 80 |
| Map will | ll be given to identify and for lo | elling also. |  |  |


| Periodic Assessment - 20 Marks |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| S. No. | Type of Questions | Marks Per Ques. | No. of Ques. | Total |
| $\begin{aligned} & 1 . \\ & 2 . \\ & 3 . \\ & 4 . \\ & 5 . \end{aligned}$ | Fill in the blanks | 1 | 3 | 3 |
|  | M.C.Q. | 1 | 3 | 3 |
|  | One Word | 1 | 4 | 4 |
|  | Answer in Brief | 2 | 2 | 4 |
|  | Answer in Detail | 3 | 2 | 6 |
| Total |  |  | 14 | 20 |
| 10 Marks from book, 10 Marks from self made. |  |  |  |  |
| SUBJECT - COMPUTER |  |  |  |  |
| Prescribed Book - DIGI World - 4 (Ruchi Ranjan) |  |  |  |  |
| Term-I |  |  |  | Marks |
| A) Periodic Test - I <br> Lesson-1 History of Computers <br> Lesson-3 Customizing Desktop in Window 7 <br> B) Subject Enrichment Activity (SEA)- <br> Qualitative Assessment (Qualitative Assessment will be done on written test / oral test / practicals according to the chapter done in the class. |  |  |  | 10 |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  | 5 |
|  |  |  |  |  |


|  | C) Notebook Submission | 5 |
| :---: | :---: | :---: |
|  | Lesson-1 History of Computers | 50 |
|  | Lesson-3 Customizing Desktop in Window 7 |  |
|  | Lesson-4 Introduction to Scratch |  |
|  | Lesson-5 Moving Ahead with MS-Word 2010 |  |
|  | Unit Test - I + Unit Test - II + Model Test Paper - I + Full Forms and Shortcut Keys Practical- | 30 |
|  | 1. Introduction to Scratch (15) |  |
|  | 2. MS - Word 2010 |  |
| Term-II |  | Marks |
| $\underset{1}{\square}$ | A) Periodic Test - II | 10 |
| 亲 | Lesson-2 Internal Parts ofCPU <br> Lesson-6 Working with MS-Excel 2010 |  |
| $\\| \begin{aligned} & \\| \\ & 0 \end{aligned}$ | B) Subject Enrichment Activity (SEA) | 5 |
| $\begin{aligned} & 0 \\ & 0 \\ & 0 \\ & 0 \\ & 0 \end{aligned}$ | Qualitative Assessment (Qualitative Assessment will be done on written test / oral test / practicals according to the chapter done in the class) |  |
| \% | C) Notebook Submission | 5 |



| Paper Pattern and Marking Scheme for Half Yearly and Annual Exam |  |  |  |  |  |
| :---: | :--- | :---: | :---: | :---: | :---: |
| S. No. | Details | No. of Ques. | Marks Per Ques. | Total |  |
| 1. | Fill in the blanks | 5 | 1 | 5 |  |
| 2. | Multiple Choice Questions | 10 | 1 | 10 |  |
| 3. | True / False (Self Made) | 5 | 1 | 5 |  |
| 4. | Full Forms (Self Made) | 10 | 1 | 10 |  |
| 5. | Shortcut Keys (Self Made) |  |  |  |  |
| 6. | Short Question / Answer | 4 | 2 | 8 |  |
| 7. | Long Question / Answer | 4 | 3 | 12 |  |
| 5 |  |  |  |  |  |



|  | ```Pages-19, 20, 21, 23, 24, 25, 26, 27, 28, 30, 31, 32, 33, 34, 35, 37, 38, 39, 40 + Current Affairs, Reasoning Deleted Page-9 Scrap Book - Saharanpur Coverage Viva based on scrap book.``` | 50 <br> 20 <br> 10 |
| :---: | :---: | :---: |
|  | Term-II | Marks |
| 光 | A) Periodic Test-II <br> Pages-41, 42, 43, 45, 46, 47, 48, 49, 50, 52 <br> B) Subject Enrichment Activity (SEA) <br> Qualitative Assessment - Same as in Term - I <br> C) Notebook + Book | $\begin{gathered} 20(10) \\ 5 \\ 5 \end{gathered}$ |
| 気 | ```Pages - 53, 55, 56, 57, 58, 59, 60, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 74, 75, 76, 77, 78 + Current Affairs, Reasoning Scrap Book - Current Topic (will be told by teacher in the class) Viva based on scrap book.``` | $\begin{aligned} & 50 \\ & 20 \\ & 10 \end{aligned}$ |

Note - Scrap Book will not be assessed after the date of submission specified in the student's almanac.

| Paper Pattern and Marking Scheme for Periodic Test I and II |  |  |  |  |  |
| :---: | :--- | :---: | :---: | :---: | :---: |
| S. No. | Details | No. of Ques. | Marks Per Ques. | Total |  |
| 1. | Fill Up | 10 | 1 | 10 |  |
| 2. | M.C.Q. | 5 | 1 | 5 |  |
| 3. | One Word | 5 | 1 | 5 |  |
|  |  |  |  |  |  |


| Paper Pattern and Marking Scheme for Half Yearly and Annual Exam |  |  |  |  |  |
| :---: | :--- | :---: | :---: | :---: | :---: |
| S. No. | Details | No. of Ques. | Marks Per Ques. | Total |  |
| 1. | Fill Up | 10 | 1 | 10 |  |
| 2. | M.C.Q. | 10 | 1 | 10 |  |
| 3. | One Word | 10 | 1 | 10 |  |
| 4. | True / False | 5 | 1 | 5 |  |
| 5. | Current Affairs | 5 | 1 | 5 |  |
| 6. | Reasoning | 5 | 1 | 5 |  |
| 7. | Match | 5 | 1 | 5 |  |
| Total |  |  |  |  |  |


| SUBJECT－ART |  |  |
| :---: | :---: | :---: |
| Prescribed Book－Busy Bee－ 4 （Acevision Publisher） |  |  |
|  | Term－I | Marks |
| 少 | A）Periodic Test－I <br> Group of Vegetables／Any 3 leaves <br> B）Subject Enrichment Activity（SEA）－Qualitative Assessment <br> Students will be judged on different ways－knowledge of colour，knowledge of margine line，introduction the shape of vegetables and fruits and test of flower， pencil holder，cock，greeting． <br> C）Assessment of File Work | 10 <br> 5 <br> 5 |
| 号 | On the spot exam（any two topics will be given）  <br> 1．Still Life－Pencil Holder （Shading） <br> 2．Any Flower （Colour） <br> 3．Any 3 leaves （Colour） <br> 4．Group of vegetables （Shading） <br> 5．Cock （Shading） <br> 6．Greeting （Colour） <br> Craft Book Assessment－  <br> Page 1 to 12（Every page will be evaluated）  | $\begin{gathered} 25+25 \\ =50 \end{gathered}$ |


| Term－II |  | Marks |
| :---: | :---: | :---: |
| E ＇ A | A）Periodic Test－II Pot／Group of Fruits <br> B）Subject Enrichment Activity（SEA）－Qualitative Assessment Students will be judge on different ways－knowledge of colour and margin line ， introduction of shape and object of scenery，test of scenery，design，flower pot， bird． <br> C）Assessment of File Work | 10 <br> 5 <br> 5 |
| 碳 | On the spot exam（any two topics will be given） <br> 1．Pot（Shading） <br> 2．Group of Fruits（Shading） <br> 3．FlowerPot（Colour） <br> 4．Bird（Shading） <br> 5．Scenery（Colour） <br> 6．Design in Square（Colour） <br> Craft Book Assessment－ <br> Page 12 to 24 （Every page will be evaluated） | $\begin{gathered} 25+25 \\ =50 \end{gathered}$ $30$ |

Note－Use 4B，6B pencil for shading，use water colour for colouring．

## SUBJECT - PHYSICAL EDUCATION

I. P.T.-

1) Attention and Stand at ease
2) Make a straight line
3) Move in line
4) P.T.Exercises (10)
5) Terms Left, Right,About Turn
II. Games: Indigenous \& Others -
6) Races - Nut Race, Sack Race, Frog Race, 50 mt . Race
7) Skipping Race
8) Zig Zag Race
9) Leg Cricket
10) Shuttle Running
III. Yoga-
11) गुरू वन्दना
12) आसन : पश्चिमोत्तासन, आकर्ण धनुरासन, भूः नमनासन, वज्रासन, पूर्ण सुप्त वज्रासन, धनुरासन, भुजगासन, चक्रासन, सुखासन, कोणासन, ताड़ासन, उत्कटासन, श्वासन
13) प्राणायाम : भ्रामरी प्राणायाम, पूरक रेचक प्राणायाम
14) ध्यान : ध्यान ( माँ)

## SUBJECT - MUSIC

1. Hindi Prayer -
a) Namokar Mantra
b) Gayatri Mantra
c) Tu Hi Ram Hai Tu Rahim Hai
d) Aashish Hume Dena
2. English Prayer - a) Like a Sunflower
b) I have come to thee
c) There are numerous string
3. Prayer-
a) Thanks Giving Prayer
4. Anthem -
a) SchoolAnthem
b) National Anthem
c) A.M.F.Anthem
5. National Song-
a) Vande Mataram
6. Sargams
7. Swar Lehri \& Raag

Note - 1. Students will be asked to sing anyone of the given prayers / anthems and any other topic.
2. The assessment is based on active participation in school activities or programmes, punctuality and regularity.
3. Performing Art will be assessed on 5 points grading scale $(A-E)$.

Instrument -
a) Keyboard
b) Congo (Beat Style)
c) Guitar (Chord \& Strumming Beat)
d) Drum (Beat Pattern)
e) Percussions
f) Tabla
g) D-Jembe
h) Cojon

Note - 1. Students can opt any one of these instruments given above.
2. Instruments will be assessed on 5-Point grading scale ( $A-E$ ).
3. The assessment is based on active participation in school activities or programmes, punctuality and regularity.

