

# YEAR 10 LONG TERM PLAN with CURRICULUM STANDARDS

## ICT THEORY

YEAR 10	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	
<b>Term 1</b>	YR10/1(4)		YR10/2(2)	YR10/3(4)		YR10/4(2)	YR10/5(4)		
	<b>DIGITAL DEVICES</b>								
	Mainframe computers, microprocessors, Personal Computers			Processors	Types of mobile phones and tablets & Personal digital devices		Convergence and multifunctional devices	Features of digital devices	
<b>Term 1</b>	YR10/6(2)	YR10/7(2)	YR10/8(4)		YR 12/9(2)	YR 10/10(2)	YR 10/11(2)	YR 10/12(2)	
	<b>DIGITAL DEVICES</b>			<b>SOFTWARE</b>					<b>REVISION</b>
	How ICT systems can meet specified needs			The purpose of systems software and applications software. Operating systems and system software tools		The role/function of the operating system	The purpose and use of application software	Types of software/Software licensing types	REVISION
YEAR 10	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	
<b>Term 2</b>	YR10/13(2)	YR10/14(4)		YR10/15(4)		YR10/16(4)		YR10/17(2)	
	<b>MEMORY</b>	<b>PERIPHERAL DEVICES</b>		<b>STORAGE</b>		<b>CONNECTIVITY</b>			
	Memory - RAM/ROM	Input and Output peripherals		Storage peripherals		Types of digital communications communication		Requirements for connecting to the internet	
<b>Term 2</b>	YR10/18(2)	YR10/19(2)	YR10/20(2)	YR10/21(2)	YR10/22(2)	YR10/23(4)		YR10/24(2)	
	<b>CONNECTIVITY</b>							<b>REVISION</b>	
	Factors influencing the choice of digital communication in a network	Impact of the choice of digital communication on the user experience	Benefits of using a LAN/home network	Securing data	Potential risks to data and personal information.	Availability of information online and the use of online information		REVISION	

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## ICT PRACTICAL

YEAR 10	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	
Term 1	YR10/P1(2)	YR10/P2(2)	YR10/P3(2)	YR10/P4(2)	YR10/P5(2)	YR10/P6(2)	YR10/P7(2)	YR10 /P8(2)	
	<b>FILE MANAGEMENT</b>	<b>IMAGE EDITING</b>			<b>PRESENTATION</b>				
	File Management	Explain features of image types: bitmap and vector	Create images: combining basic shapes and text	Edit images: cropping, adding captions/text, editing/deletion of unwanted aspects	Edit images: cropping, adding captions/text, editing/deletion of unwanted aspects	Create a template/master slide	Create a template/master slide	Create slides: insert text, images, action buttons, hyperlinks; add animation, transition effects	
Term 1	YR10/P9(2)	YR10/P10(2)	YR10/P11(2)	YR10/P12(2)	YR 12/P13(2)	YR 10/P14(2)	YR 10/P15(2)	YR 10/P16(2)	
	<b>PRESENTATION</b>			<b>SPREADSHEET</b>					
	Create slides: insert text, images, action buttons, hyperlinks; add animation, transition effects	Print: handouts , notes pages, full page, headers and footers	Data types/ Format a worksheet	Use of formulae : arithmetic , percentage, single , multiple operators, absolute,relative cell reference, named cells/ranges. Replicate	Use functions: SUM, AVERAGE, MAXIMUM, MINIMUM, COUNT (COUNTA, COUNTIF)	sorting and filtering	Add graphs and charts	Formatting an appropriate graph/chart and print options	
YEAR 10	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	
Term 2	YR10/P17(2)	YR10/P18(2)	YR10/P19(2)	YR10/P20(2)	YR10/P21(2)	YR10/P22(2)	YR10/P23(2)	YR10/P24(2)	
	<b>WEB AUTHORING</b>							<b>WORD PROCESSING</b>	
	Use a template: tables/frames, standard page features, banners, menu/navigation	Use a template: tables/frames, standard page features, banners, menu/navigation	Insert text, images, buttons, animation	Format a web page: headings, subheadings, body text, alignment	Format a web page: headings, subheadings, body text, alignment	Use HTML code: insert hyperlinks, insert images, font enhancements	Use HTML code: insert hyperlinks, insert images, font enhancements	Enter /edit and format text	
Term 2	YR10/P25(2)	YR10/P26(2)	YR10/P27(2)	YR10/P28(2)	YR10/P29(2)	YR10/P30(2)	YR10/P31(2)	YR10/P32(2)	
	<b>SPREADSHEET</b>					<b>DATABASE</b>			
	Use functions: IF, LENGTH, PRODUCT	Use functions: VLOOKUP /LOOKUP	Multiple worksheets and linked tables	Revision on Spreadsheet	Identify data types: alphanumeric/text, numeric/number	Structure of a database, including: record, field, table, primary key/field			

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## ICT THEORY

YEAR 11	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8
Term 1	YR11/1(4)		YR11/2(2)	YR11/3(4)		YR11/4(4)		YR11/5(2)
	<i>ONLINE COMMUNITIES</i>			<i>ONLINE GOODS AND SERVICES</i>				<i>REVISION</i>
	Types of online communities		Use of online communities	Implications of the use of digital technologies		Types of services		Revision on Backing storage and Memory
Term 1	YR11/6(4)		YR11/7(2)	YR11/8(2)	YR11/9(2)	YR11/10(4)		YR11/11(2)
	<i>ONLINE GOODS AND SERVICES</i>							<i>REVISION</i>
	Impact of services		Revision on peripheral devices - Input/Output	Online software	Online working from home	Impact of the internet on individual	Impact of the internet on organisations	Revision on Software
YEAR 11	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8
Term 2	YR11/12(2)	YR11/13(2)	YR11/14(2)	YR11/15(2)	YR11/16(4)		YR11/17(4)	
	<i>APPLYING ICT</i>				<i>REVISION</i>		<i>REVISION</i>	
	Software applications	Data and information	Using software applications	Reviewing outcomes	Revision on Connectivity(Topic 2)		Revision on operating online(Topic 3)	

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## ICT PRACTICAL

YEAR 11	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8
Term 1	YR11/P1(2)	YR11/P2 (6)			YR11/P3(2)	YR11/P4 (6)		
	<b>WORD PROCESSING</b>					<b>DATABASE</b>		
	POSTER + MEMO	LEAFLET	MAILMERGE	NEWSLETTER	INFORMATION SHEET + REPORT	Identify data types: alphanumeric/text, numeric/number, date, currency, logical/Boolean	Structure of a database, including: record, field, table, primary key/field, foreign key/field, relationships	Need for validation and identify validation checks such as range check, presence check, type check, length check
Term 1	YR11/P5(2)	YR11/P6(4)		YR11/P7(2)	YR11/P8(4)		YR11/P9(4)	
	<b>DATABASE MANAGEMENT</b>						<b>REVISION ON PRESENTATION</b>	
	Sort using a single field, multiple fields, ascending/descending order	Input information to given tables or forms applying format consistently. Use search/query using single criterion, multiple criteria, search within results, relational operators, logical operators			Produce outputs: reports, mail merge documents, specified fields, design view (table structure, searches/queries, forms, relationships), data view (table, search/query results, forms)		EXTENTION ACTIVITIES and REVISION ON PRESENTATION	
YEAR 11	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8
Term 2	YR11/P10(2)	YR11/P11(2)	YR11/P12(2)	YR11/P13(2)	YR11/P14(2)	YR11/P15(2)	YR11/P16(4)	
	<b>REVISION</b>							
	REVISION - PAST PAPERS/SAMPLE PAPERS			REVISION - PAST PAPERS/SAMPLE PAPERS			REVISION - PAST PAPERS/SAMPLE PAPERS	