

# Computer Grade 1– 2016-2017

## Objectives:

- To help students become competent, confident, responsible & critical users of ICT by making efficient, effective & creative use of basic software and hardware in everyday classroom activities;
- To assist students to become responsible, critical & reflective users of ICT by recognising the capabilities and limitations of the technology and its impact on society in general;
- To encourage students to develop the appropriate social skills that are essential for co-operative & collaborative learning by using ICT;
- To encourage students to develop the appropriate personal skills essential for independent lifelong learning through ICT;
- To enable students to take control of their own learning.

## Resources:

IT Kids Book 1-2  
Click Start 1  
Oxford International Primary Computing  
Microsoft Office  
Microsoft Paint  
Internet

## Main Topics Covered 2016-2017:

### Semester 1

- Introduction to Computer
- Introduction to Word Processing Program 1 (WordPad)
- Utilizing Keyboard

### Semester 2

- Word Processing Program 2 (Microsoft Word)
- Brush IT
- Utilizing Keyboard

## Assessment

Internal	Weighting
Continual Assessment: <ul style="list-style-type: none"><li>• Practical</li><li>• Class Works &amp; Quizzes</li></ul>	60% 40%