

INFORMATION TECHNOLOGY
COURSE OUTLINE & ASSESSMENT PLAN
OCTOBER – DECEMBER 2020
GRADE 8

Course Instructor: Mrs. A. Edwards-Williams

WEEK	TOPICS	OBJECTIVES	CONTENT	ASSESSMENT
1 Oct 5 – 9	Software	Define the term software	Software	Homework: End of Chapter 9 Exercise
2 Oct 12 – 16		Differentiate between System Software and Application Software	General Purpose, Customized, Special Purpose, Custom Written	
		Differentiate among the types of System Software		Test
		List examples of Application Software		
		Differentiate among the types of Application		
		Explain the term virus		
		Identify ways by which virus can be detected	Command Driven, Menu Driven and GUI	
		Identify ways by which virus can be prevent		
		Explain the term user interface		
		State the difference among the three types of user interface		

WEEK	TOPICS	OBJECTIVES	CONTENT	ASSESSMENT
<p>3 Oct 19 – 23</p> <p>4 Oct 26 - 30</p> <p>4 Oct 26 - 30</p>	<p>Introduction to Spreadsheet</p>	<p>State the purpose of a spreadsheet</p> <p>Define primary concepts associated with spreadsheet</p> <p>Identify the different types of cell content</p> <p>Identify the areas on a spreadsheet ribbon</p> <p>Identify areas on a spreadsheet window</p> <p>Use basic spreadsheet formulas</p> <p>Use basic spreadsheet function</p> <p>Represent data graphically</p>	<p>Row, column, cell, cell address, range,</p> <p>Labels, values and formulas/functions</p> <p>Addition, subtraction, division, multiplication</p> <p>Sum, average, date, min, max,</p> <p>Pie, column, bar, line</p>	<p>Homework</p> <p>End of Chapter 12 Exercise</p> <p>Test</p>
<p>5 Nov 2 -6</p> <p>6 Nov 9 - 13</p>	<p>Introduction to Data Communication</p>	<p>Define Data Communication</p> <p>Define basic terminologies associated with a Data Communication</p> <p>Explain the function of a modem</p> <p>Explain the term networking</p> <p>State the advantages of a network</p> <p>Sate the disadvantages of a network</p>	<p>Bandwidth: narrow band, voice band and broad band</p> <p>Transmission mode: Simplex, half duplex and duplex</p>	<p>Homework</p> <p>End of Chapter 15 Exercise</p> <p>Test</p>

WEEK	TOPICS	OBJECTIVES	CONTENT	ASSESSMENT
Week 7 Nov. 16 – 20 8 Nov. 23- 27	Power Point	Create a slide from a selected slide template Apply various character format to slide content Insert new slides Add appearance to slides View slide show	Bold. Underline, italic, etc. Pictures, videos, effects (transitions, animation)	Homework End of Chapter 14 Exercise Test
9 Nov 30- Dec 4 10 Dec 7– 11 Dec 14- 18	Introduction to Data Communication	State the difference among the different types of network Define the term internet List some services offered by the internet State the advantages of using the network State the disadvantages of using the network Explain basic terms associated with the internet	LAN, MAN, WAN, Upload, download, WWW, Internet Service Provider (ISP), Host, Search engine, webpage, website, web browser, HTML URL	Homework End of Chapter 15 Exercise Test Homework End of Chapter 15 Exercise Test