GES IGCSE ICT Term 1 (Sept-Oct, 2019)

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| TOPIC: Types and components of computer systems |

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| Theme: Understand that computers consists of different Hardware and types of Software. | Level: Year 10 |
| Objectives: To investigate the different types of Hardware Input Devices in a Computer System..To use Document Production tools used to manipulate a text document. |

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| Focussing Questions | Key Words |
| **Theory**1. The need for different Data INPUT devices.
	1. What are the different methods of inputting Data into a Computer system?
	2. What are the different input devices used in a computer system?
	3. How does these Input devices interact with the operating system?
2. The need for different Software Solutions
	1. What are the different software solutions used on a typical Computer system?
	2. Why the need for different Software solutions?
	3. Are the functions of an Operating system?
3. Type of Computers
	1. What are the characteristics of a desktop Computer as a Standalone Computer and as part of a network?
	2. How do the characteristics of a Laptop computer make is ideal to use as a Standalone or a Networked Computer?

**Practical**1. Document Processing?
	1. What tools does Word Processing have that makes it suitable to produce and manipulate text?
	2. How can Styles make the production of documents more consistent?
	3. How can Layouts match the purpose style of a targeted audience?
	4. Explain how using Tables and Images in word processing can enhance document production?
	5. How can the proper use of font and paragrapgh styles help to make documents more professional?
 | Hardware, Physical, See, Touch, Pick-up System Software Application SoftwarePersonal Computer, Laptop, PDA, Mainframe, Notebook, Palmtop,TabletsStandaloneMainframeIn-house StylesLayoutOrientationHeader/FooterFontParagraphAlignmentAutomated Filepath | Explaining words...so.....because...Therefore...As a result...This means that...Therefore...This caused......Due to the fact......caused…However |

**Text Book: departmental textbooks and worksheets**