***ENGLISH LANGUAGE SCHOOL (PVT)* DUBAI**

***SCHOLASTIC SESSION : 2019-2020***

**THIRD TERM SCHEME OF WORK**

**SUBJECT: ICT YR/FORM: 6/ABCD**

**PREPARED BY: Mrs. Fazia Basharat**

**DISTRIBUTION OF SYLLABUS**

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| DATE | WEEK | TOPIC | | SKILLS/TASK | | | | LEARNING OBJECTIVES | WEEKLY TASK | |
| 12thApril, 2020  to  16th April,2020 | **1st Week** | **How to create a webpage** | | **Critical thinking, Technological skills**  **Problem Solving** | | | | **To enable students to learn:**   * Planning the content of the webpage | **Students will learn about the basic terms related to Internet and World Wide Web.** | |
| Weekly Holidays | | | | | | | | | | |
| 19thApril, 2020  to  23rd April,2020 | **2nd Week** | **How to create a webpage** | | **Critical thinking, Technological skills**  **Problem Solving** | | | | **To enable students to learn:**   * Using a web hosting service to register a new website. | **Students will learn about using a web builder.** | |
| Weekly Holidays | | | | | | | | | | |
| 26th April, 2020  to  30th April,2020 | **3rd Week** | **How to create a webpage** | | **Critical thinking, Technological skills**  **Problem Solving** | | | | **To enable students to learn:**   * **Creating their own web site.** | **Students will learn to create a web site.** | |
| Weekly Holidays | | | | | | | | | | |
| 3rd May, 2020  to  7th May,2020 | **4th Week** | **Handling Data**  **MS Excel** | | **Critical thinking, Technological skills**  **Problem Solving** | | | | **To enable students to:**   * **Identify the parts of a spreadsheet** * **Describe the functions of a spreadsheet.** | | **Students will learn about different parts of a spreadsheet and uses of spreadsheet.** |
| Weekly Holidays | | | | | | | | | | |
| 10th May,2020  to  14th May,2020 | **5th Week** | **Handling Data**  **MS Excel** | | **Critical thinking, Technological skills**  **Problem Solving** | | | | **To enable students to:**   * **Create simple formulas in a spreadsheet** | | **Students will learn about creating formulas for calculations.** |
| Weekly olidaysH Holidays | | | | | | | | | | |
| 17th May,2020  To  21st May,2020 | **6th Week** | **Handling Data**  **MS Excel** | **Critical thinking, Technological skills**  **Problem Solving** | | | | **To enable students to:**   * **Create formulas using cell addresses.** | | | **Students will learn about creating formulas using cell addresses.** |
| Weekly Holidays | | | | | | | | | | |
| 7th 24th May 2020  to  28th May,2020 | **7th Week** | **Handling Data**  **MS Excel** | | **Critical thinking, Technological skills**  **Problem Solving** | **To enable students to:**   * Create different types of graphs using data. | | | | | Students will learn about how to create the graphs using spreadsheet. |
| Weekly Holidays | | | | | | | | | | |
| 31st May,2020  to  2nd June,2020 | **8th Week** | **Handling Data**  **MS Excel** | | **Critical thinking, Technological skills**  **Problem Solving** | | **To enable students to:**   * Apply sorting and filtering on data. | | | | Students will learn about how to sort and filter data in spreadsheet. |
| Weekly Holidays | | | | | | | | | | |