***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, 2020to16th 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, 2020to23rd 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, 2020to30th 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, 2020to7th 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,2020to14th 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,2020To21st 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 2020to28th 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,2020to2nd 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 |