

COMPUTER APPLICATIONS TECHNOLOGY - TERM PLANNING			GRADE: 11	TERM: 2	2020			
DATE	DAY	DAY	SOFTWARE PACKAGE / CONTENT GROUP	PERIOD CONTENT	PAGE NUMBERS	ACTIVITIES	THEORY CONTENT LEARNER HOMEWORK + HOMEWORK SUMMARIES	
30 Mar 20	Mon		<b>HOLIDAY</b>					
31 Mar 20	Tue	1					Module 1.3: Memory and Storage & Storage	
01 Apr 20	Wed	2					What are memory and storage? Comparison, advantages and disadvantages, Online Storage	
02 Apr 20	Thu	3					Backing up: what it is, where to back-up	
03 Apr 20	Fri	4					The difference between backing up and Archiving	
06 Apr 20	Mon	5					Basic troubleshooting,	
07 Apr 20	Tue	6					Managing backups, CD's and DVD's, Formatting and reformatting, Disk defragmentation, processing	
08 Apr 20	Wed	7					RAM and ROM - difference	
09 Apr 20	Thu	1					<b>Written module activity page 44 - 45</b>	
10 Apr 20	Fri	2					Module 2.1: Local Area Networks, Basic component of network	
13 Apr 20	Mo	3					<b>Written module activity page 53</b>	
14 Apr 20	Tue	4					Advantages and disadvantages of LAN, ethical use of networks,	
15 Apr 20	Wed	5					Module 2.2: The browsing experience	
16 Apr 20	Thu	6					The usability of a website, Factor that affect the browsing experience	
17 Apr 20	Fri	7	<b>Access</b>	Introduction to Databases				
20 Apr 20	Wed	1	Module 5.1	The structure of a database	218 - 219	1,2		
21 Apr 20	Thu	2		Tables, Sort and Filter	222 - 223	Act. 3 & 4		
22 Apr 20	Wed	3		Creating tables	228 - 230	Act 8 & 9		
23 Apr 20	Thu	4	Module 5.2	Creating	234 - 236	Act. 1&2		
24 Apr 20	Fri	5	Forms:	Improving a form	237- 239	Act. 3 - 5		
27 Apr 20	Mon	6		Improving a form	237 240	Act. 3 - 6		
28 Apr 20	Tue	7	Module 5.3	Queries	243 - 250	Module p.44-45		
29 Apr 20	Wed	1	Module 5.4	Designing a table	253 - 260			
30 Apr 20	Thu	2		Designing a table	261 - 263	mod. Act p.264		
01 May 20	Fri	3	Module 5.5	Reports	265 - 270	Watch Video		
03 May 20	Mon	4		Reports	271 - 275	Act. 3 & 4		
04 May 20	Tue	5	<b>PAT</b>	INTRODUCTION				
05 May 20	Wed	6	PAT					
06 May 20	Thu	7	PAT					
07 May 20	Fri	1	PAT					
09 May 20	Mon	2	PAT					
10 May 20	Tue	3	<b>Styles</b>	Styles	152	Watch Video		
11 May 20	Wed	4	Module 3.5	Styles		Act. p.158		
07 May 20	Thu	5	Module 3.6	Mail merge	159 - 162	Act. 1 & 2		
08 May 20	Fri	6	Module 4.3	Decisions and Charts	200 - 203			
11 May 20	Mon	7	<b>START OF EXAM</b>					