Curriculum Map – Alternative Curriculum ICT Year 10

	Aut 1	Aut 2	Spr 1	Spr 2	Sum 1	Sum 2
	Topic Title: IT user fundamentals	**Topic Title:** Presentation software: PowerPoint	**Topic Title:** Word processing software: Word	**Topic Title:** Spreadsheets software: Excel	**Topic Title:** Internet safety & Using the internet	**Topic Title:** Imaging software
	Big Questions: How can we use IT systems to meet our needs? Why is it important to organize, store and retrieve information efficiently? What are the safety and security practices we should be following? Why do we carry out routine maintenance of IT systems?	**Big Questions:** How do we input and combine text and other information within presentation slides? What presentation software tools do we use to structure, edit and format slides? How do we communicate information effectively through presentation slides?	**Big Questions:** How do we enter, edit and combine text and other information within word processing documents? Why is it important to structure information clearly? How do we use word processing software tools to format and present documents?	**Big Questions:** How do we use a spreadsheet to enter, edit and organise numerical and other data? How do we use appropriate formulas and tools to summarise and display information? Why is it important to select and use appropriate tools and techniques to present information effectively?	**Big Questions:** What are the risks that can occur when using the internet? How can we be safe when using the internet? How can we use browser tools to search for information from the internet?	**Big Questions:** How can we use imaging software tools to create, manipulate and edit images? What is the correct procedure for storing and retrieving image files? Why is it important to identify copyright constraints?
Assessment	Picture match activity to identify types of storage media 1-1 Assessment of start-up and shut down procedures Creation of files for school subjects to effectively meet needs	Creation and editing of about me presentation Copyright constraints assessment	Identifying different types of information activity 1-1 Assessment of ability to use input methods Redesigning my timetable Cupcake poster Letter to headteacher	Number operations worksheet 1 & 2 1-1 Assessment of store and retrieve files, using formulas to summarise data and printing spreadsheet information Hockey league worksheet	How do you connect to the internet 1-1 assessment of ability to navigate web pages Internet search worksheet Sending emails to each other How to be safe online booklet	1-1 assessment of understanding of copyright contrasts and storing and retrieving files Photoshop skills mini tasks

Activity to identify safe IT practices Common IT problems worksheet			Formatting a graph worksheet Party planning spreadsheet		

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