

UACE SUBSIDIARY ICT SYLLABUS

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S850/1 Subsidiary ICT Paper One:
(2 hours 30 minutes)

- *This paper will be based on basic ICT concepts and their application areas.
- *The paper will cover the entire syllabus with emphasis on application of ICT knowledge in a variety of fields. (Social, Economic, Political, Environmental, Informational)

*Cont

This will be a written paper made up of 20 equally weighted **compulsory** questions.

➤ These questions shall include

- * Knowledge

- * Comprehension

- * Application and

- * Analysis questions



- * The questions shall be structured and semi-structured requiring a short response, a phrase or one or two sentences.
- * Some of the semi-structured questions will require extended responses of about three sentences.

S850/2: Subsidiary ICT Paper Two

(3 Hours)

- * This will be a practical paper with five **compulsory** equally weighted questions each carrying 20 marks. The duration of the paper shall be **3 hours**
- * The questions will be drawn from the topics word processing, electronic spreadsheet, electronic presentation, electronic publication and databases. The paper
- * will emphasise application of ICT skills in the topics mentioned. Where applicable, support files will be provided to supplement the set questions.

Assessment Weighting

- * Paper one (theory paper) 40%
- * Paper two (Practical paper) 60%

* **TEACHING SEQUENCE**

The teaching sequence should follow the order in which the topics have been arranged in this teaching syllabus.

SENIOR FIVE TERM ONE

Topic 1: Introduction to Computing

- * Introduction to Computers
- * World of ICTs
- * Implications of using ICTs (Advantages and Disadvantages)

Topic 2: Computer Management

- * Booting process
- * File Management
- * Common Utilities
- * Print Management

Topic 3: Computer Laboratory Care and Maintenance

- * Computer Literacy
- * Secure Laboratory Environment
- * Servicing and Maintenance

Topic 4: Computer Word Processing I

- * Introduction to Word Processing
- * Working with Word processing software

SENIOR FIVE TERM TWO

Topic 5: Computer Hardware

- * Input devices
- * Output devices
- * Storage devices
- * Processor Components

Topic 6: Computer software

- * System Software
- * Application software

Topic 7: Electronic spreadsheets I

- * Introduction to spreadsheets
- * Working with spreadsheets
- * Managing spreadsheets
- * Formulas and functions

Topic 8: Internet and World Wide Web

- * Introduction to the Internet
- * Internet Services
- * World Wide Web

Topic 9: Computer Word Processing II

- * Page Layout
- * Date tabulation
- * Use of objects
- * Document accuracy
- * Mail merge, document referencing and printing

Topic 10: Electronic Presentation

- * Introduction to Electronic Presentation
- * Working with Presentation software
- * Developing a presentation
- * Charts
- * Graphical objects
- * Presentation output
- * Slide show

SENIOR SIX TERM ONE

Topic 11: Data communication and Networking

- * Introduction to Data Communication
- * Introduction to Computer networks

Topic 12: Electronic Publication

- * Introduction to Electronic Publishing
- * Publishing Basics
- * Document Layout
- * Document Enhancement
- * Outputs
- * Complete publication
- * Web Publishing

SENIOR SIX TERM TWO

Topic 13: Electronic Spreadsheets II

- *Working with Charts
- *Worksheet Page Layout
- *Printing a worksheet

Topic 14: Databases

- *Introduction to Databases
- *Database Objects

SENIOR SIX TERM THREE

Topic 15: System Security, ICT Ethical issues and Emerging Technologies

- *Computer System Security
- *Privacy and ICT ethical Issues
- *Emerging Technologies
- *ICT industry

*How to achieve the Best

- *Group Discussion
- *Hands on activities
- *Research
- * Revision.

