**EaD Comprehensive Lesson Plans**

or  **0248043888**

***https://***[***www.TeachersAvenue.net***](http://www.TeachersAvenue.net)

***https://TrendingGhana.net***

***https://www.mcgregorinriis.com***

**SECOND TERM SCHEME OF WORK, 2023**

**SUBJECT: I.C.T – BASIC 9**

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| **WEEK** | **WEEK ENDING** | **TOPIC** | **TEACHING AND LEARNING RESOURCES** | **REFERRENCE** |
| 1 | 07-04-2023 | **DISCUSSION OF LAST TERM EXAMINATION QUESTIONS**  **(REVISION)** | | |
| 2 | 14-04-2023 | Introduction to Spreadsheet Application. | Chart, Pictures, Video, Power point Application | Syllabus (CRDD, 2007), Power Point Presentation, Pictures. |
| 3 | 21-04-2023 | Introduction to Spreadsheet Application. | Chart, Pictures, Video, Power point Application | Syllabus (CRDD, 2007), Power Point Presentation, Pictures. |
| 4 | 28-04-2023 | Introduction to Spreadsheet Application. | Chart, Pictures, Video, Power point Application | Syllabus (CRDD, 2007), Power Point Presentation, Pictures. |
| 5 | 05-05-2023 | Introduction to Spreadsheet Application. | Chart, Pictures, Video, Power point Application | Syllabus (CRDD, 2007), Power Point Presentation, Pictures. |
| 6 | 12-05-2023 | Toolbars | Personal Computer, Chart, Pictures, Video, Power point Application | Syllabus (CRDD, 2007), Power Point Presentation, Pictures. |
| 7 | 19-05-2023 | Toolbars | Personal Computer, Chart, Pictures, Video, Power point Application | Syllabus (CRDD, 2007), Power Point Presentation, Pictures. |
| 8 | 26-05-2023 | Use of the help Facility | Personal Computer, Chart, Pictures, Video, Power point Application | Syllabus (CRDD, 2007), Textbook, Teachers Guide |
| 9 | 02-06-2023 | Finding  Files and  Folders  Using the  Search  Tool | Personal Computer, Chart, Pictures, Video, Power point Application | Syllabus (CRDD, 2007), Textbook, Teachers Guide |
| 10 | 09-06-2023 | REVISION |  | Syllabus (CRDD, 2007), Power Point Presentation, Pictures. |
| 11 | 16-06-2023 | EXAMINATION |  | Syllabus (CRDD, 2007), Power Point Presentation, Pictures. |