## EaD Comprehensive Lesson Flans



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NAME OF TEACHER:	WEEK ENDING 21-04-2023
NUMBER ON ROLL:	SUBJECTI.C.T
DURATION:	REFERENCESYLLABUS(CRDD,2007), ICT FOR JHS
FORMBASIC 9	WEEK3

DAY/DURATIO N	TOPIC/SUB- TOPIC/ASPEC T	OBJECTIVES/R.P. K	TEACHER- LEARNER ACTIVITIES	T/L MATERIALS	CORE POINTS	EVALUATIO N AND REMARKS
TUESDAY 18-04-2023	Topic: Introduction to Spreadsheet Application  Sub Topic: Creating a File in Spreadsheet Application	Objectives By the end of the lesson, pupils will beable to; create files in Spreadshee t Application. RPK Pupils can launch or Open a Spreadsheet Application.	INTRODUCTION Review Pupils Knowledge on the previous lesson.  ACTIVITIES  1. Assist Pupils to create a workshee twith a provided data. CLOSURE Ask pupils questions aboutthe worksheet prepared and answer Pupils questions	1. Personal Compute r Spreadsheet Application.	Entering data in spreadsheet Application to create a file  Create Spreadsheet in Excel  B12  A  B12  Personal Monthly Budget  MONTHLY INCOME \$ 5,000.00  SEQUENCE TYPE  Projected Cost Actual Cost  HOUSING \$ 1,500.00 \$1,400.00  FRANSPORTATION \$ 250.00 \$520.00  TO LOANS \$ 1,500.00 \$1,500.00  TO TOOD \$ 500.00 \$ 500.00  MONTHLY INCOME \$ 5,000.00  TAX \$ - 5 150.00  MONTHLY INCOME \$ 5,000.00  TAX \$ - 5 150.00  TO FOOD \$ 500.00 \$ 500.00  TO FOOD \$ 500.00  T	EXERCISE Pupils to answer questions about a worksheet created.

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THURSDAY 20-04-2023	Topic: Introduction to Spreadsheet Application  Sub Topic: Applying AutoSum	Objectives By the end of the lesson, pupils will beable to; apply AutoSum to addfigures in a spreadsheet. RPK Pupils can adjust columns and rows.	INTRODUCTION Review Pupils Knowledge on the previous lesson.  ACTIVITIES  1. Discuss with pupils the steps to follow to apply AutoSum. 2. Assist Pupils to apply AutoSum to add figures in a Worksheet	How to AutoSum in Excel  1. Select a cell next to the numbersyou want to sum:     To sum a column, select the cell immediately below the last valuein the column  2. Click the AutoSum button on either the Home or Formulas tab.   3. Press the Enter key to completethe formula.	State the stepsto follow to apply AutoSum.
			CLOSURE Through questions and answers, conclude the lesson		REMARKS

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Name of Teacher: School: District: