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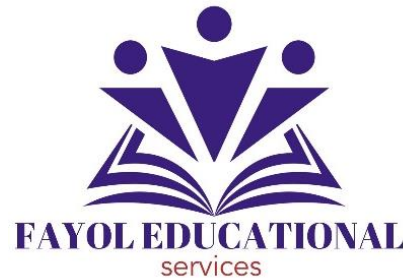
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ANNUAL & TERMLY SCHEME OF LEARNING

2024/2025 ACADEMIC YEAR – **TERM 1**

COMPUTING B7-B9

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B7 COMPUTING - ANNUAL SCHEME OF LEARNING

WEEKS	FIRST TERM	SECOND TERM	THIRD TERM
1	Components of Computers and Computer Systems	Technology in the community	Health and Safety in using ICT tools
2	Components of Computers and Computer Systems	Technology in the community	Health and Safety in using ICT tools
3	Components of Computers and Computer Systems	Technology in the community	Health and Safety in using ICT tools
4	Introduction to Word Processing	Introduction to Presentation	Introduction to Electronic Spreadsheet
5	Introduction to Word Processing	Introduction to Presentation	Introduction to Electronic Spreadsheet
6	Introduction to Word Processing	Introduction to Presentation	Introduction to Electronic Spreadsheet
7	Computer Networks	Internet and Social Media	Introduction to Electronic Spreadsheet
8	Computer Networks	Internet and Social Media	Web Technologies

9	Introduction to Programming	Information Security	Artificial Intelligence
10	Introduction to Programming	Information Security	Artificial Intelligence
11	Introduction to Programming	Robotics	
12	Algorithm	Robotics	

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B7 COMPUTING - FIRST TERM SCHEME OF LEARNING

WEEKS	STRAND	SUB STRANDS	INDICATORS	RESOURCES
1 13/9/24	**REVISION**			
2 20/9/24	Introduction to computing	Components of Computers and Computer Systems B7.1.1.1. Examine the parts of a computer	B7.1.1.1.1-2 Discuss the fourth-generation computers Demonstrate understanding in the use of input devices (barcode, scanner, etc.)	Set of computer, Video /pictures
3 27/9/24	Introduction to computing	Components of Computers and Computer Systems B7.1.1.1. Examine the parts of a computer	B7.1.1.1.3-4 Examine the uses of the output devices: graphing plotter, data and multimedia projectors as well as pico projector Examine full-sized external hard drives, hard drive speed, disk caching, Storage portable hard drives, Optical Discs and Drives.	
4 4/10/24	Introduction to computing	Components of Computers and Computer Systems B7.1.1.2. Demonstrate the use of the features of the Windows Desktop	B7.1.1.2.1-2 Discover the latest Windows Operating System (Start screen, Use of tiles, Taskbar buttons, Preview thumbnails), temporal peeking into a window on a taskbar Practise file management techniques (file & folder management, Users & Accounts)	Set of computer, Video /pictures

5 11/10/24	Productivity Software	Introduction to Word Processing B7.2.1.1 Demonstrate how to use Microsoft Word (Editing)	B7.2.1.1.1-2. Explain the importance of word processing software Demonstrate how to insert, select, delete and move text	
6 18/10/24	Productivity Software	Introduction to Word Processing B7.2.1.1 Demonstrate how to use Microsoft Word (Editing)	B7.2.1.1.3-4. Demonstrate how to find and replace content and undo edited changes Demonstrate how to spell check, carry out content translation, language setting	
7 25/10/24	Productivity Software	Introduction to Word Processing B7.2.1.1 Demonstrate how to use Microsoft Word (Editing)	B7.2.1.1.5-7. Demonstrate how to use text-decoration, change text case, text size and colour Demonstrate how to align text, indent paragraphs, bullet, line space and shade Demonstrate how to set tabs and apply formatting	Set of computer, Video /pictures
8 1/11/24	Communication Networks	Computer Networks B7.3.1.1 Identify the concept of computer networking for global communications	B7.3.1.1.1 Draw diagrams to illustrate features of the network topologies (Bus, Star, Ring, Mesh)	
9 8/11/24	Communication Networks	Computer Networks B7.3.1.1 Identify the concept of computer networking for global communications	B7.3.1.1.2-3 Describe types of networks [Personal Area Network (PAN), Local Area Network (LAN), Metropolitan Area Network (MAN), Wide Area Network (WAN)] Discuss the entrepreneurial opportunities in networking computing devices	Set of computer, Video /pictures

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10 **15/11/24**	Computational Thinking	Introduction to Programming B7.4.1.1. Show an understanding of the concept of programming	B7.4.1.1.1 Demonstrate the correct use of programming terminologies	Mobile phones with social media handles
11 **22/11/24**	Computational Thinking	Introduction to Programming B7.4.1.1. Show an understanding of the concept of programming	B7.4.1.1.2 Demonstrate understanding in the use of data types (e.g. float, integer, string, char, etc.)	
12 **29/11/24**	Computational Thinking	Introduction to Programming B7.4.1.1. Show an understanding of the concept of programming	B7.4.1.1.3 Demonstrate the use of constants and variables used in programming	Set of computer, Video /pictures
13 **5/12/24**	Computational Thinking	Algorithm B7.4.2.1. Analyse the correct step-by-step procedure in solving any real-world problem	B7.4.2.1.1-2 Understand the use of sequence, selection and iteration in writing a programme. Describe the meanings of the term's algorithm, decomposition and abstraction Perform a linear search	
14 **13/12/24**	END OF TERM ASSESSMENT			
15 **20/12/24**	VACATION AND SBA ACTIVITIES			

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B8 COMPUTING – ANNUAL SCHEME OF LEARNING

WEEKS	FIRST TERM	SECOND TERM	THIRD TERM
1	Components of Computers & Computer Systems	Technology in the community	Health and Safety in using ICT tools
2	Components of Computers & Computer Systems	Technology in the community	Health and Safety in using ICT tools
3	Components of Computers & Computer Systems	Technology in the community	Introduction to Electronic Spreadsheet
4	Introduction to Word Processing	Introduction to Desktop Publishing	Introduction to Electronic Spreadsheet
5	Introduction to Word Processing	Introduction to Desktop Publishing	Introduction to Electronic Spreadsheet
6	Introduction to Word Processing	Introduction to Desktop Publishing	Information Security

7	Introduction to Presentation	Introduction to Desktop Publishing	Information Security
8	Introduction to Presentation	Internet and Social Media	Web Technologies
9	Computer Networks	Algorithm	Web Technologies
10	Computer Networks	Algorithm	Artificial Intelligence
11	Introduction to Programming	Robotics	
12	Introduction to Programming	Robotics	

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B8 COMPUTING – FIRST TERM SCHEME OF LEARNING

WEEKS	STRAND	SUB STRANDS	INDICATORS	RESOURCES
1 13/9/24	**REVISION**			
2 20/9/24	Introduction to computing	Components of Computers & Computer Systems B8.1.1.1. Identify parts a computer and technology tools	B8.1.1.1.1-2 Discuss the fifth generation of computers with emphasisof on quantum computing Demonstrate understanding of direct data entry devices (Graphic Tablet, Magnetic Card Reader, Optical Card Reader, QR code reader, Radio Frequency Identification (RFID) Readers)	Set of computer, Video /pictures
3 27/9/24	Introduction to computing	Components of Computers & Computer Systems B8.1.1.1. Identify parts a computer and technology tools	B8.1.1.1.3-4 Examine the uses of the output devices: Braille printers, Impact, Inkjet, Thermal, Wax, 3D printers Describe storage devices: Flash Memory Storage Systems, Embedded Flash Memory Cards and Readers, USB Flash Drives, Solid State Drives and Hybrid hard drives	
4 4/10/24	Introduction to computing	Components of Computers & Computer Systems B8.1.1.2. Demonstrate the use of the Desktop features	B8.1.1.2.1-2 Explore the use of the Charms bar Practise file management techniques (Drive Management)	Set of computer, Video /pictures

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5 **11/10/24**	Productivity Software	Introduction to Word Processing B8.2.1.1 Demonstrate How to Use Microsoft Word (tables and hyperlink pages)	B8.2.1.1.1 Demonstrate how to create a table and hyperlinks	
6 **18/10/24**	Productivity Software	Introduction to Word Processing B8.2.1.1 Demonstrate How to Use Microsoft Word (tables and hyperlink pages)	B8.2.1.1.2 Demonstrate how to merge, split, add formula, borders and shades	Set of computer, Video /pictures
7 **25/10/24**	Productivity Software	Introduction to Word Processing B8.2.1.1 Demonstrate How to Use Microsoft Word (tables and hyperlink pages)	B8.2.1.1.3 Demonstrate how to format a page (e.g. page adjustment, inserting header and footer, page numbers, breaks and orientations)	
8 **1/11/24**	Productivity Software	Introduction to Presentation B82.2.1 Demonstrate how to use Microsoft PowerPoint (Multimedia)	B8.2.2.1.1-2 Demonstrate how to add pictures, screenshot and edit and format pictures Demonstrate how to add a drawing canvas, shapes, and also edit, format and add text to shapes	Set of computer, Video /pictures
9 **8/11/24**	Productivity Software	Introduction to Presentation B8.2.2.1 Demonstrate how to use Microsoft PowerPoint (Multimedia)	B8.2.2.1.3 Demonstrate how to add text to shapes and arrange shapes.	
10 **15/11/24**	Communication Networks	Computer Networks B8.3.1.1. Identify the concept of computer networking for global communication	B8.3.1.1.1 Describe the data communication models for networks.	Mobile phones with social media handles
11 **22/11/24**	Communication Networks	Computer Networks B8.3.1.1. Identify the concept of computer networking for global communication	B8.3.1.1.2 Describe the Internet, world wide web (www) and Internet Protocol (IP) addresses	

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12 29/11/24	Computational Thinking	Introduction to Programming B8.4.1.1. Show an understanding of the concept of programming	B8.4.1.1.1 Describe the basic concepts in programming (Constants, Variables, Expressions, Statements /Instructions, logical and arithmetic operators, Operator precedence, etc.)	Set of computer, Video /pictures
13 5/12/24	Computational Thinking	Introduction to Programming B8.4.1.1. Show an understanding of the concept of programming	B8.4.1.1.1 Describe the basic concepts in programming (Constants, Variables, Expressions, Statements /Instructions, logical and arithmetic operators, Operator precedence, etc.)	
14 13/12/24	END OF TERM ASSESSMENT			
15 20/12/24	VACATION AND SBA ACTIVITIES			

B9 COMPUTING – ANNUAL SCHEME OF LEARNING

WEEKS	TERM 1	TERM 2	TERM 3
1	Components of Computers & Computer Systems	Technology in the community	Health and Safety in using ICT tools
2	Components of Computers & Computer Systems	Technology in the community	Health and Safety in using ICT tools
3	Components of Computers & Computer Systems	Technology in the community	Introduction to Electronic Spreadsheet
4	Introduction to Word Processing	Introduction to Desktop Publishing	Introduction to Electronic Spreadsheet
5	Introduction to Word Processing	Introduction to Desktop Publishing	Introduction to Electronic Spreadsheet
6	Introduction to Word Processing	Introduction to Desktop Publishing	Web Technologies
7	Introduction to Presentation	Internet and Social Media	Web Technologies
8	Introduction to Presentation	Internet and Social Media	Web Technologies

9			
	Computer Networks	Information Security	Robotics
10			
	Computer Networks	Information Security	Artificial Intelligence
11			
	Introduction to Programming	Algorithm	
12			
	Introduction to Programming	Algorithm	

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B9 COMPUTING – FIRST TERM SCHEME OF LEARNING

WEEKS	STRAND	SUB STRANDS	INDICATORS	RESOURCES
1 13/9/24	REVISION			
2 20/9/24	Introduction to computing	Components of Computers & Computer Systems B9.1.1.1 Identify parts of a Computer and Technology Tools	B9.1.1.1.1-2 Discuss the trends in the next generation of computers Examine the concept of Perceptual Computing	Set of computer, Video /pictures
3 27/9/24	Introduction to computing	Components of Computers & Computer Systems B9.1.1.1 Identify parts of a Computer and Technology Tools	B9.1.1.1.3-4 Discuss the uses of Output devices such as Wearable Displays, E-Paper, E-Books, Kindle Describe Storage Systems: Network and Cloud Storage Systems, Smart Cards, Holographic Storage, Storage Systems for Large Computer Systems (home servers or media servers)	
4 4/10/24	Introduction to computing	Components of Computers & Computer Systems B9.1.1.2. Demonstrate the Use of the Desktop	B9.1.1.2.1-2 Explore personalization of the computer Identify and use file management techniques (drivers and hardware)	Set of computer, Video /pictures

5 11/10/24	Productivity Software	Introduction to Word Processing B9.2.1.1 Demonstrate How to Use Microsoft Word (Multimedia)	B9.2.1.1.1 Demonstrate how to add pictures, insert a screenshot and screen clipping and print screen	
6 18/10/24	Productivity Software	Introduction to Word Processing B9.2.1.1 Demonstrate How to Use Microsoft Word (Multimedia)	B9.2.1.1.2 Demonstrate the use of SmartArt	Set of computer, Video /pictures
7 25/10/24	Productivity Software	Introduction to Word Processing B9.2.1.1 Demonstrate How to Use Microsoft Word (Multimedia)	B9.2.1.1.3 Demonstrate how to add Multimedia (audios, videos, animations), Charts and Hyperlinks	
8 1/11/24	Productivity Software	Introduction to Presentation B9.2.2.1 Demonstrate How to use Microsoft PowerPoint (Multimedia)	B9.2.2.1.1-2 Demonstrate how to add pictures and insert screenshots Demonstrate how to animate slides in a presentation	Set of computer, Video /pictures
9 8/11/24	Productivity Software	Introduction to Presentation B9.2.2.1 Demonstrate How to use Microsoft PowerPoint (Multimedia)	B9.2.2.1.3 Demonstrate how to add Multimedia (audios, videos etc.), tables and charts	
10 15/11/24	Communication Networks	Computer Networks B9.3.1.1. Know the Concept of Computer Networking for Global Communications	B9.3.1.1.1 Discuss types of e-commerce and the cashless society (Bitcoin, Transaction cards, Quick Response code (QR) payment system)	Mobile phones with social media handles
11 22/11/24	Communication Networks	Computer Networks B9.3.1.1. Know the Concept of Computer Networking for Global Communications	B9.3.1.1.1 Justify eLearning potentials	

12 29/11/24	Computation1al Thinking	Introduction to Programming B9.4.1.1. Show an Understanding of the Concept of Programming	B9.4.1.1.1 Describe the conversion of decimal into binary data typefor computer to recognise the meaning, process and store	Set of computer, Video /pictures
13 5/12/24	Computational Thinking	Introduction to Programming B9.4.1.1. Show an Understanding of the Concept of Programming	B9.4.1.1.2 2 Identify the different tools which are accessible in Integrated Development Environment (IDE) to aid the development of codes	
14 13/12/24	END OF TERM ASSESSMENT			
15 20/12/24	VACATION AND SBA ACTIVITIES			