

**CSEC - INFORMATION TECHNOLOGY****SCHEME OF WORK****FORM 3 - TERM 3**

<b>Week</b>	<b>Duration (# of periods)</b>	<b>Learning Outcomes</b>	<b>Content</b>	<b>Online Resources</b>	<b>Other Resources</b>
1	1	Review of End of Term Exam	Review of End of Term exam topics.		Log on to IT, 2nd Edition
1	2	Programming	<ul style="list-style-type: none"> <li>- Programming in BASIC (Print, Rem, Input, IF, Goto, CLS, Color, Let, For..Next)</li> <li>- Types of programming errors (syntax, logic and execution)</li> </ul>		
2	1	Operating Systems	<ul style="list-style-type: none"> <li>- Different types and examples of operating systems</li> <li>- Functions of operating systems</li> </ul>		
2	1	Application Software	<ul style="list-style-type: none"> <li>- definition of application software</li> <li>- difference between application software and system software</li> <li>- advantages/disadvantages of application software</li> <li>- definition of word processor, spreadsheet, database</li> <li>- functions and uses (to be done in practical session)</li> </ul>		
2	1	Files	<ul style="list-style-type: none"> <li>- definition of file, record, field</li> <li>- definition of transaction file and master file</li> <li>- definition of sequential file and direct/random file</li> <li>- steps involved in updating a sequential file</li> <li>- steps involved in updating a random file</li> <li>- functions involved in updating a file (adding, deleting and modifying of records)</li> </ul>		

3-8	4	Revision of Year's Work	-		
4			NEC Examination		