

**CSEC - INFORMATION TECHNOLOGY****SCHEME OF WORK****FORM 4 - TERM 3: 2017 - 2018****Problem solving, Programming, Word Processing**

<b>Week</b>	<b>Duration (# of periods)</b>	<b>Learning Outcomes</b>	<b>Content</b>	<b>Resources</b>
1	5	Revision	Exam Paper correction	-Information Technology for CSEC Examinations – Howard Campbell, 2 <sup>nd</sup> Ed – Published 2014
2	2	Intro To arrays	Definition, assignment and recall of values from specific locations	-Information Technology for CSEC Examinations – A Caribbean Examinations Council Study Guide – Published 2012
	2	Array traversal	Use a for loop to print up and down the array, use while loop to accomplish the same.	
	1	Searching an array	Highest number, lowest number, String names	
3	4	Array Operations	Reversing an array: using another array, using one.	
4, 5	10	Representing records using multiple arrays	Representing entities such as salespersons, and sales to obtain commission.	
6	10	Array revision, general programming revision.	Prime numbers using a Boolean array, calculations. Accepting data from a user and storing it into the array	
7	5	Introduction to word processing	Simple formatting, auto table of contents, show hide etc.	
8	5	Word Processing Starting SBA	Mail Merge Programming SBA	
9	5	Revision	Revision	