Computer Literacy

Subject Information

AIM

This syllabus aims to provide students with an opportunity to:

1. develop computer literacy with an understanding of fundamental concepts of computers;
2. appreciate the contemporary development of information technology;
3. develop problem solving skills;
4. cultivate positive attitudes towards the ever changing society with widespread utilization of computers.

OBJECTIVES

After completion of the course, students should be able to:

1. understand common computing terminology;
2. understand the basic principles of operation for computer systems;
3. acquire fundamental knowledge about computer applications;
4. make use of common application software packages to carry out simple tasks;
5. understand basic features of a programming language;
6. write simple computer programs;
7. be aware of social issues related to computer applications;
8. appreciate the advancement brought about by the widespread use of computers in society

SYLLABUS

Level	Computer Systems	Information Technology	Major Software / Platform covered
S1	➢ Basics of Computer Systems ➢ Chinese computing	➢ Text Processing ➢ Graphics Handling	➢ Google Docs ➢ Graphic editing software
S2	➢ Computer Hardware and Software	➢ Calculations and charts ➢ Multimedia presentation	➢ Google Sheets, Slides ➢ MIT Scratch ➢ Multimedia software
S3	➢ Computers and Information Systems	➢ Computer Communications and Internet access ➢ Web pages authoring	➢ MIT AppInventor ➢ Google Sites and related services

ASSESSMENT METHOD

First term exam mark	Exam Paper	70%
	English Typing Speed test	5%
	Coursework / Project / Test / Chinese typing test	25%
Second term test mark	Uniform Test	50%
	Quiz / Test /written assignment / Practical	50%
Second term exam mark	Exam Paper	70%
	English Typing Speed test	5%
	Coursework / Project / Test / Chinese typing test	25%

ACTIVITIES

Typing Competition

Hour of code