

3 Year Curriculum Plan ICT (Year 9)

	Autumn		Spring		Summer	
	Core skills		Core skills		Core skills	
Year 9	Excel unit -Basic terms and structure -Columns of data -Functions -Charts -Cell referencing -IF statements	Power point unit -Presenting basics -Editing a show -Applying design -Adding objects and tables -Special effects -Adding objects and tables -Inserting sound	Word processing unit -Word processing basics -Formatting -Templates -Using tables -Headers, footers and objects -Mail merge		Access unit -Introduction to databases -Creating tables -Data validation -Creating forms -Making queries -Creating reports	Start Year 10 Theory work Module 1- Stages of the project life cycle Module 2- Mitigating risks for a project Module 3- Planning and reviewing project phases
Year 10	R012 LO1 Understanding the tools and techniques that can be used to initiate and plan solutions LO3 Understanding how data and information can be collected, stored and used	R012 LO4 Understanding the factors to be considered when collecting and processing data and storing data/ information LO6 Understanding the different methods of processing data and presenting information	R012 12 week revision plan starts covering the following units: LO1 Understanding the tools and techniques that can be used to initiate and plan solutions LO3 Understanding how data and information can be collected, stored and used	R012 12 week revision plan continues covering the following units: LO4 Understanding the factors to be considered when collecting and processing data and storing data/ information LO6 Understanding the different methods of processing data and presenting information	R012 Exam 12 week revision plan continues Students sit external exam in May Coursework prep R013 LO2 To be able to initiate and plan a solution to meet an identified need LO5 To be able to import and manipulate data to develop a solution to meet an identified need	Coursework prep R013 LO7 To be able to select and present information in the development of the solution to meet an identified need LO8 To be able to iteratively review and evaluate the development of the solution
Year 11	Coursework external R013 Students complete externally set coursework independently	Coursework external R013 Students complete externally set coursework independently	Revision 12 week revision plan starts	Revision 12 week revision plan continues	R012 Exam 12 week revision plan continues Students sit external exam for the second time	