

## **Information & Communication Technology 15F – ICT15F**

This half course is an introductory and hands-on approach to using PC computers. Students will gain skills which will benefit them both academically and personally .

Topics include:

Word Processing :writing, editing, graphics

File Usage: Creating, Storing, and accessing files

Keyboarding Skills: Students will learn proper typing / input practices, with emphasis on increasing speed.

Internet / Html: Internet searching and web creation using HyperText Markup Language

Graphics & Multimedia / Video: Introduction to image creation and manipulation, Video techniques and editing.

Programming: Intro to programming using simple programs in basic.

Mark breakdown will be as follows:

Daily assignments	- 40%
Projects	- 40%
Final Project(s)	- 20%

Process:

Using computer based programs such as Pivot, All the Right Type, Windows Movie Maker and Word  
Other resources as outlined on the school webpage, and supplemental articles and news items relating to technology.

Successful students will exit with a better understanding of technology and computer use, as well as the options for higher-level technology course selection.