

WEEK 3

<b>Strand</b> : Introduction to computing		<b>Class</b> : B7
<b>Sub Strand</b> : Computer Systems		<b>Duration</b> :
<b>Content Standard</b> : B7.1.1.2. Demonstrate the use of the features of the Windows Desktop		<b>Date</b> : 4 <sup>TH</sup> FEB, 2022
<b>Indicators</b> : B7.1.1.2.1 Discover the latest Windows Operating System (Start screen, Use of tiles, Taskbar buttons, Preview thumbnails), temporal peeking into a window on a taskbar		<b>Day</b> :
<b>Resources</b> : Set of computer, Video /pictures, wall chart		
<b>Activities For Learning &amp; Assessment</b>		
<b>Activities For Learning &amp; Assessment</b>	<b>Learners Resource Page Ref.</b>	<b>Progression</b>
<p><b>Starter (5 mins)</b> Recap with learners to find out what they already know about the computers' desktop.</p> <p>Call up volunteers to mention some features of the computers' desktop</p> <p>Share the performance indicators with learners.</p> <p><b>Main (35 mins)</b> Brainstorm learners to describe the computers desktop.</p> <p>Turn on a computer and ask learners to observe the computers desktop.</p> <p>Ask learners to identify some of the things they see on the screen.</p> <p>Learners to identify things they have not seen before on a computers screen.</p> <p>Guide learners to identify the features of the desktop.</p> <ul style="list-style-type: none"> <li>• Taskbar</li> <li>• Start button</li> <li>• Icons</li> </ul>	Computing Curriculum Pg. 4	Exploring the features of the desktop

- *Wallpaper*
- *Mouse pointer*



Assist learners to navigate through the features on the desktop.

Guide learners to demonstrate how to preview thumbnails.

*A thumbnail is a compressed preview image of the original that is used as a placeholder.*

Let learners explore the features of the taskbar.

Demonstrate how to preview windows on the taskbar.

***Reflection (10 mins)***

Use peer discussion and effective questioning to find out from learners what they have learnt during the lesson.

Take feedback from learners and summarize the lesson.

In groups, let learners navigate through the features of the desktop.

**Homework/Project Work/Community Engagement Suggestions**

- What is a computers' desktop
- Identify the features of the computer's desktop
- Explain the following
  - a) Icons b) wallpaper c) taskbar

**Cross-Curriculum Links/Cross-Cutting Issues**

**Potential Misconceptions/Student Learning Difficulties**

The facilitator can arrange to use the nearby school's computer lab

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<b>Content Standard:</b> B7.1.1.2. Demonstrate the use of the features of the Windows Desktop		<b>Date :</b> 4 <sup>TH</sup> FEB, 2022
<b>Indicators:</b> B7.1.1.2.2 Practice file management techniques		<b>Day :</b>
<b>Key words:</b> files, folder, extension		
<b>Resources:</b> Set of computer, Video /pictures, wall chart		
<b>Activities For Learning &amp; Assessment</b>		
<b>Activities For Learning &amp; Assessment</b>	<b>Learners Resource Page Ref.</b>	<b>Progression</b>
<p><b>Starter (5 mins)</b> Using questions and answers, find out what learners already know about file and folders.</p> <p>Share with learners the performance indicators.</p> <p><b>Main (35 mins)</b> Guide learners to explore different account levels for users of computer systems. <i>A user account is a location on a network server used to store a computer username, password, and other information.</i> <i>The account users may be a regular user or guest user.</i></p> <p>Have learners to explore different permission levels that are applied to files and folders. <i>Files and folder permissions control what user is permitted to perform which actions on a file or folder.</i> <i>Files and directories can have three types of permissions: read, write and execute.</i></p> <p>Lead learners to demonstrate file management techniques by following the naming conventions and organizing files in folders and subfolders. File management includes;</p> <ul style="list-style-type: none"> <li>Renaming - (giving a desired name to a file of folder)</li> </ul>	Computing Curriculum Pg. 4	Practicing file management techniques

<ul style="list-style-type: none"> <li>• Moving – (copy and paste, cut and paste methods)</li> <li>• Deleting – (moving unused files and folder into the Recycle Bin)</li> </ul> <p>Explore the types and importance of file extensions.  <i>A file extension is a string of characters attached to a filename, usually preceded by a full stop and indicating the format of the file.</i>  Examples are DOC and DOCX, HTML and HTM, ODT, PDF, XLS and XLSX, ODS, PPT, TXT, MP3, etc.</p> <p><b>Reflection (10 mins)</b>  Use peer discussion and effective questioning to find out from learners what they have learnt during the lesson.</p> <p>Take feedback from learners and summarize the lesson.</p> <p>In groups, learners create folders and files.</p>		
<b>Homework/Project Work/Community Engagement Suggestions</b>		
<ul style="list-style-type: none"> <li>• What is a file?</li> <li>• What is a folder?</li> <li>• State the steps in creating a folder.</li> <li>• Mention any three file extensions you know.</li> </ul>		
<b>Cross-Curriculum Links/Cross-Cutting Issues</b>		
<b>Potential Misconceptions/Student Learning Difficulties</b>		
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WEEK 4

<b>Strand</b> : Introduction to computing	<b>Class</b> :
<b>Sub Strand</b> : Technology in the community	<b>Duration</b> :
<b>Content Standard</b> : B7.1.2.1. Demonstrate the use of Technology in the community	<b>Date</b> : 11 <sup>th</sup> FEB, 2022