Ministry of Secondary Education

Progressive Comprehensive High School

PCHS Mankon – Bamenda

Department of **Computer Studies**

Republic of Cameroon

Peace – Work – Fatherland

School Year: 2013/2014

SCHEME OF WORK 2013/2014

Class: Form 1   **Proposed by:** DZEUGANG PLACIDE

MODULE	LESSONS	CONTENT	
		THEORY	PRACTICAL
Basic Notions and History of Computer	Lesson 1: Computer terminologies	- Functional diagram of a computer - Definition of computer - Other definitions (data, information, ICT, …) - Characteristic and limitations of a computer	
	Lesson 2: Evolution of Machines	- Mechanical area - Electrical area	
	Lesson 3: Generations of computer	- 1st generation of computer - 2nd generation of computer - 3rd generation of computer - 4th generation of computer - 5th generation of computer	
	Lesson 4: Anatomy of a computer system	-	
	Lesson 5: Types of computer	- Super computer - Mainframe computer - Minicomputer - Microcomputer (desktop, laptop, PDA, …)	
Social foundations of Computer Science	Lesson 6: Computer Applications	- In industry - In commerce - In school - In Hospital - …	
	Lesson 7: Computer science and crimes	- What is computer crime? - Examples of computer crime - Preventions of crime	

	Lesson 8: Computer ethics and Laws	- Definition of computer ethics - Importance of computer ethics - Commandments of computer ethics	
	Lesson 9: Computer related professions	- Database administrator - Network administrator - Programmer - Software analyst - Computer enginner - Computer analyst - ...	
Computer system and its components	Lesson 10: Basic components of a computer system	- Hardware - Software - Users	
	Lesson 11: Hardware system	- Motherboard - Power supply unit - Processor - Primary and secondary memory device - Extension card and slot	

	Lesson 12: Software system	- Operating software
		- Application software
		  • Word processor
		  • Spreadsheed
		  • Database
		  • Presentation
		  • ...	

Internal structure of a Microcomputer	Lesson 13: The Motherboard		
	Lesson 14: Primary storage devices	- RAM - ROM - Register - ...	
	Lesson 15: Secondary storage device	- Hard drive - CD/DVD-Rom - USB flash - ...	
	Lesson 16: Expansion devices	- Network Interface card - TV Card - Sound Card -	
	Lesson 17: Booting and shutting down a computer	- Warm booting - Cold booting - Shouting down	
Introductio n to Internet	Lesson 18: What is Internet?	- Definition of Internet - Getting connected to internet - Importance of Internet - Shortcommings of Internet	

	Lesson 19: Internet services	- Email - Chat - Social networking - …	
PRACTICAL			
Microcomputer	Workshop 1: Discovering a microcomputer		
	Workshop 2: Peripherals		
	Workshop 3: Internal structure of a computer		
	Workshop 4: Internal structure of a Microcomputer		
	Workshop 2: The Keyboard		
	Workshop 2: Simple mouse exercise		
Microsoft windows	Workshop 5: Starting and turning off a windows based microcomputer		
	Workshop 2: The windows desktop		
Microsoft Word	Workshop 2: Launching and close a program (ex: Microsoft Word)		
	Workshop 2: The Microsoft Word Interface		
	Workshop 2: Typing and editing a text		
	Workshop 2: Saving and opening a document from a particular location (desktop, My document, …)		
	Workshop 2: Formatting text in a document		
	Workshop 2: Formatting paragraphs of a document		
	Workshop 2: Spell checking a document		
Internet Access	Workshop 2: Starting a browser and describe a browser windows		
	Workshop 2:Opening a website		
	Workshop 2: Searching in the Web		