North Herts
Education Support Centre

| Course Title |
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| **ICT KS4** |
| **Overview** |
| Students in Key Stage 4 study to build the computing skills needed in technology that they can then take forward and use throughout their later life. Work in lessons targets towards learning the basic skills needed in ICT. |
| **Outline of the Course** |
| The general aims and objectives of the Edexcel GCSE course are to…<br>• To understand how to stay safe and work collaboratively online.<br>• To interact with ICT for a given purpose.<br>• To find given information from an ICT-based source.<br>• To enter and edit information using ICT-based communication. |
| **Staff Roles** |
| Teacher – Miss Kingsley |
| **Equipment/Health and Safety** |
| All other necessary equipment is provided by the centre in lessons and basic classroom health and safety expectations apply. Students are also reminded each lesson of the importance of staying staff online. |
| **Curriculum Plan** |
| ICT at NHESC covers the following topics:<br>• Screen shots<br>• Hardware/software<br>• Files/folders<br>• The internet<br>• Email<br>• Word-processing<br>• Spreadsheets<br>• Charts and graphs<br>• Presentations |