

SCHOOL INFORMATION TECHNOLOGY
ACADEMIC YEAR: SEPTEMBER 2025 – JULY 2026
TERM 1 – 14 WEEKS
FORM 1(GRADE 7)
SYLLABUS CONTENT

1. Introduction to the IT lab environment, rules and safety
2. Define the term Information Technology and computer and explain their uses
3. Discuss key points in the evolution of the computer industry
4. Identify the Types/Categories of Computers and distinguish between them
5. List the advantages and disadvantages of the computer
6. Demonstrate the four (4) basic operations of the computer: Input, Process, Storage, Output (With the use of diagram)
7. Explain the types of booting – Distinguish between cold booting and warm booting
8. Identify the characteristics of the Central Processing Unit (CPU)
 - a. Speed
 - b. Functions of the control unit and the ALU (Arithmetic Logic Unit)
 - c. Types and function of main memory (RAM and ROM)
 - d. Distinguish between RAM and ROM (Characteristics and functions)
9. Distinguish between hardware and software, data and information
10. List and explain the different functions of the mouse (Use desktop)
11. Distinguish between input, output devices and peripherals
12. Name the types of Input devices (Pointing devices, reading devices)
13. State the types of output devices (Display Units, Printers, Plotters, Audio output)
14. Describe the different types of display devices (VDT, CRT, VDU, LED, LCD)
15. Factors affecting monitor clarity (Pixel, size, resolution)
16. Identify the functions of the keyboard/ Introduction to Beginners keyboarding (Mavis Beacon, any other typing software, typing text)
17. Demonstrate skills using the correct typing guidelines (home row keys) with not more than ten (10) errors, example: Type short document within a specified time)

EACH WEEK HAS 1 CORE OBJECTIVE, DESIGNED TO BE ACHIEVABLE IN 2 PERIODS PER WEEK.

WEEK	TOPIC FOCUS	WEEKLY OBJECTIVE
Week 1	Introduction to the IT Lab	Students will identify and explain the lab rules, safety procedures, and proper behavior expected in the IT lab environment.
Week 2	Introduction to IT and Computers	Students will define Information Technology and a computer, and describe at least 3 uses of computers in everyday life (home, school, community).
Week 3	History of Computers	Students will outline key stages in the evolution of the computer (e.g. first to fifth generation) and identify at least one major invention per generation.
Week 4	Categories of Computers	Students will identify and compare different types of computers (e.g. supercomputer, mainframe, desktop, laptop, tablet, smartphone) based on features and use.
Week 5	Benefits & Limitations	Students will list at least 3 advantages and 3 disadvantages of using computers in daily life and work settings.
Week 6	Basic Operations of a Computer	Students will illustrate the 4 basic operations of a computer (Input, Process, Storage, Output) using a labeled diagram and real-world examples.
Week 7	Booting Process	Students will explain what is meant by "booting", and distinguish between cold booting and warm booting with examples.
Week 8	The CPU & Memory (Part 1)	Students will describe the function and characteristics of the CPU, including the roles of the control unit and arithmetic logic unit (ALU).
Week 9	The CPU & Memory (Part 2)	Students will identify types of memory (RAM and ROM), describe their functions, and distinguish between them using a comparison chart.
Week 10	Hardware vs. Software & Data vs. Information	Students will differentiate between hardware and software, and between data and information, using examples from their daily experience.
Week 11	Input, Output & Peripherals	Students will classify common devices as input, output, or peripheral and give one function for each device type.
Week 12	Input/Output Devices (Details)	Students will list and describe various types of input and output devices (e.g. pointing devices, printers, audio devices), and identify at least one use for each.
Week 13	Keyboarding Skills Intro	Students will demonstrate correct finger placement on home row keys using typing software (e.g. Mavis Beacon), and begin typing short texts with no more than 10 errors.

✓ **ASSESSMENTS TO BE GIVEN PER WEEK:**

- ✓ Weekly quizzes (MCQs, matching, diagrams)
- ✓ Practical typing speed checks
- ✓ Device identification worksheets
- ✓ Flowchart or poster on computer operations
- ✓ Group presentations and flashcard games