

FORM 1 (Grade 7)
TERM III

1. List examples and uses of peripheral devices (keyboard, mouse, touchscreen, pen tablet, joystick, scanner, digital camera, video camera, microphone, monitor, projector, TV screen, printer, plotter and speakers)
2. List and categorise the different types of Printers (Impact and Non-Impact with appropriate examples)
3. Differentiate between inkjet, line printers, dot-matrix, daisy wheel, thermal and laser printers
4. Explain the Plotter Presentation Software
 - a. Demonstrate the uses of presentation software (PowerPoint,Prezi etc)
 - b. Start a presentation using the four options
 - c. Create a basic PowerPoint
 - i. Navigate through the different views
 - ii. Explain and use a place holder
 - iii. Correctly add a new slide
 - iv. Change the slide layout
 - d. Work with the design template
 - e. Move slides to change their sequence
 - f. Add sound, video clips, photos and graphics to a presentation
 - g. Correctly add notes/comments to slides
 - h. Produce an effective presentation
 - i. Use the Slide Master feature
 - j. Add a transition
 - k. Animate the presentation
 - l. Add sound to animations by
 - i. Add sound files to presentations
 - ii. Attach sound files to objects
 - iii. Add music from CDs and other sources
 - m. Demonstrate how to use the print preview and explain printing steps
 - n. List and discuss the roles of workers associate with presentation

NB: Research, Projects, and Portfolios to reinforce concepts covered