

O Level Computer Studies 7010

Unit 6: Generic software

Recommended Prior Knowledge

None but many students may have some experience of using software packages before starting the course

Context

Practical use of software packages links with all the units and can provide the basis for project work both the implementation and documentation. If unit 1 has already been covered then the students will have experience of practical use of the Internet.

Outline

A broad view of generic software packages to be gained through practical work; only a general knowledge is required of the kinds of features typical of generic packages.

AO	Learning outcomes	Suggested Teaching activities	Learning resources
4.1	<p>General knowledge of software for word-processing, database management, spreadsheets, graphics, communications, multimedia, data logging, CAD programming, desktop publishing and web design.</p> <p>How applications packages solve sets of standard problems. Typical problems capable of solution by packages. Use of standard techniques or routines for established forms of processing (for example, file processing, sorting, simulation).</p>	<p>Practical use of software packages started early in the course to allow time for skills to develop. Perhaps start with word-processing software, as your students should use this to write up project work.</p> <p>Internet use of search engines and web browsers – link this into work done in unit 1.</p> <p>Use of spreadsheet packages to include:</p> <ul style="list-style-type: none">• use of formulae• types of data (text, numbers, date, etc.)• sorting• what if scenarios• cells required to produce graphical representations etc. <p>Use of database packages to include:</p> <ul style="list-style-type: none">• types of data• field length	<p>http://www.theteacher99.btinternet.co.uk/theteacher/gcse/newgcse/others/spreadsheets.htm introduction to spreadsheets</p> <p>http://www.theteacher99.btinternet.co.uk/theteacher/gcse/newgcse/others/databases.htm introduction to databases</p> <p>http://www.theteacher99.btinternet.co.uk/theteacher/gcse/newgcse/others/wordprocessing.htm introduction to word-processing</p> <p>http://www.teach-ict.com/software/word/word.htm links to word-processing tutorials</p> <p>http://www.teach-ict.com/gcse/software/gcse_swhome.htm links to many types of software including a sample database, lesson ideas and handouts</p> <p>http://www.bbc.co.uk/schools/gcsebitesize/ict/databases/2databasesrev1.shtml provides a look at database structures</p>

AO Learning outcomes

Suggested Teaching activities

- search criteria
- features of relational databases
- sorting

Look at data logging tools either practically or use a simulation.

Learning resources

<http://www.theteacher99.btinternet.co.uk/theteacher/gcse/newgcse/module5/task5.htm> introduces sorting, searching of databases

<http://www.bbc.co.uk/schools/gcsebitesize/ict/databases/5searchingrev1.shtml> looks at searching different types of data storage systems

<http://www.psonica.co.uk/gcseict/database.htm> looks at data base structure links with unit 7

<http://www.bbc.co.uk/schools/gcsebitesize/ict/measurecontrol/3dataloggingrev1.shtml> an introduction to data logging

http://www.ictgcse.com/sub_projects/ictgcse_th_datalog.htm animated data logging of fish tank

<http://www.teach-ict.com/gcse/software/datalogging/datalogging/index.htm> introduction to data logging including the use of sensors and analogue to digital conversion

L+W 11.1, 11.2, 11.3 and 11.4

L+W 11.7