

**St. Francis Xavier's College**  
**2021/2022**  
**ICT**  
**Course Outline**

**Level: F.4**

**Term: 1**

	Topics / Main Theme
1	C: Data Organization and Data Control
2	C: Coding Systems
3	C: Multimedia Elements and Digitization
4	C: Office Automation
5	C: Word Processing
6	C: Spreadsheets
7	C: Databases
8	C: Integrated Use of a Software Suite
9	C: Presentation of Information

Modes of Assessment and weighting:

Modes	Regular Tests	Designated Assignments	Quizzes	Examination
Weights	10%	10%	10%	70%

**Term: 2**

	Topics / Main Theme
1	D1: Simple Data Types and Statements
2	D1: Selection Statements
3	D1: Iteration Statements
4	D1: Use of Procedures
5	D1: Program Testing and Debugging
6	D1: String Functions and Procedures
7	D1: Arrays
8	D1: User-defined Types and Records

Modes of Assessment and weighting:

Modes	Regular Tests	Designated Assignments	SBA	Examination
Weights	10%	10%	0%	80%