

Shatin Tsung Tsin Secondary School
Teaching Schedule for Technology
(2011 - 2012)
Secondary One

No. of periods per cycle : 3

No. of teaching cycles : 26 cycles

No. of assignments : 13

No. of assessments : 8 worksheets, 3 practical assignments (Word, Flash, PowerPoint), 2 presentations (Flash, PowerPoint), 4 online/practical tests

Text Books : Teaching materials will be prepared by subject teachers.

Date	Topic	Teaching Cycles	Assignment & Assessment	Pre-lesson Exercise
5/9/11 to 12/9/11	Chapter 0 Introduction <ul style="list-style-type: none"> ● Section 0.1 – Introduction to our Computer Laboratory ● Section 0.2 – Computer Laboratories Regulations ● Section 0.3 –eClass 	T1		Pre-lesson Exercise (Textbook p.1)
14/9/11 to 21/9/11	Chapter 1 Introduction of Computer System <ul style="list-style-type: none"> ● Section 1.1 – Introduction of Computer System (bridging program) ● Section 1.2 – Operating a Computer (bridging program) ● Pre-lesson Exercise 2 ● Section 1.3 – File Management ● Section 1.4 – Computer Concept ● Section 1.5 – Idea of stored data and stored program 	T2	1 Worksheet (HW) 1 practical exercise of creating folders	Pre-lesson Exercise 1 (Textbook p.8) Pre-lesson Exercise 2 (Textbook p.17)
22/9/11 to 11/10/11	Chapter 2 Internet and Email <ul style="list-style-type: none"> ● Section 2.1 – Internet ● Section 2.2 – E-mail ● Section 2.3 – Introduction of Hkedcity 	T3-4	2 Worksheets (HW) 1 practical exercise of sending email	Pre-lesson Exercise (Textbook p.29)
12/10/11 to 18/11/11	Chapter 3 Chinese Character Input Method <ul style="list-style-type: none"> ● Section 3.1 – Four Groups of Partial Forms ● Section 3.2 – Tsang-jei Coding Rules (1) ● Section 3.3 – Tsang-jei Coding Rules (2) ● Section 3.4 – Fundamental Coding Principles ● Section 3.5 – Special Cases 	T5-T8	4 Worksheets (HW) 3 Supp. exercises 2 Online typing tests (through eClass)	Pre-lesson Exercise (Textbook p.43)
21/11/11 to 2/12/11	Chapter 4 Word Processing <ul style="list-style-type: none"> ● Section 4.1 – File Opening ● Section 4.2 – Alignment ● Section 4.3 – Memo Design ● Section 4.4 – Table Design 	T9-T10	1 Practical assignment. (HW) (Print Out)	Pre-lesson Exercise (Textbook p.55)
5/12/11 to 15/12/11	First Examination	T10-T12		
3/1/12 to 20/1/12	Chapter 4 Word Processing <ul style="list-style-type: none"> ● Section 4.5 – Poster Design ● *Section 4.6 – Sign Post Design 	T12 – T13	1 Practical test (Chinese typing through 五色學 倉頡) 1 Practical test (Print Out)	

Date	Topic	Teaching Cycles	Assignment & Assessment	Pre-lesson Exercise
1/2/12 to 6/3/12	Chapter 5 Computer Applications <ul style="list-style-type: none"> ● Section 5.1 – Education ● Section 5.2 – Recreation ● Section 5.3 – Business ● Section 5.4 – Industry ● Section 5.5 – Effects of computer on the society 	T14-17 (single lesson)	1 Worksheet (HW) 1 Supp. exercise	Pre-lesson Exercise 1 (Textbook p.76) Pre-lesson Exercise 2 (Textbook p.83)
1/2/12 to 2/5/12	Chapter 6 Animation Design – Flash MX <ul style="list-style-type: none"> ● Section 6.1 – Getting Started ● Section 6.2 – Basic Drawing Techniques ● Section 6.3 – Simple Animation ● Section 6.4 – Motion Tween ● Section 6.5 – Export Movies ● Section 6.6 – Layers ● Section 6.7 – Buttons ● Section 6.8 – Motion Guided Path ● Section 6.9 – Shape Tweening 	T14-17 (double lesson) T18-T22	1 Practical assignment (Car motion with printout) 1 practical assignment Chi Idiom (assessed by peer evaluation and oral presentation)	Pre-lesson Exercise (Textbook p.87)
3/5/12 to 8/6/12	Chapter 8 Multimedia Presentation Tool - PowerPoint <ul style="list-style-type: none"> ● Section 8.1 – MS PowerPoint Subject Evaluation	T23-27	1 Practical assignment (HW with printout) 1 practical assignment (assessed by peer evaluation and oral presentation)	Pre-lesson Exercise (Textbook p.105)