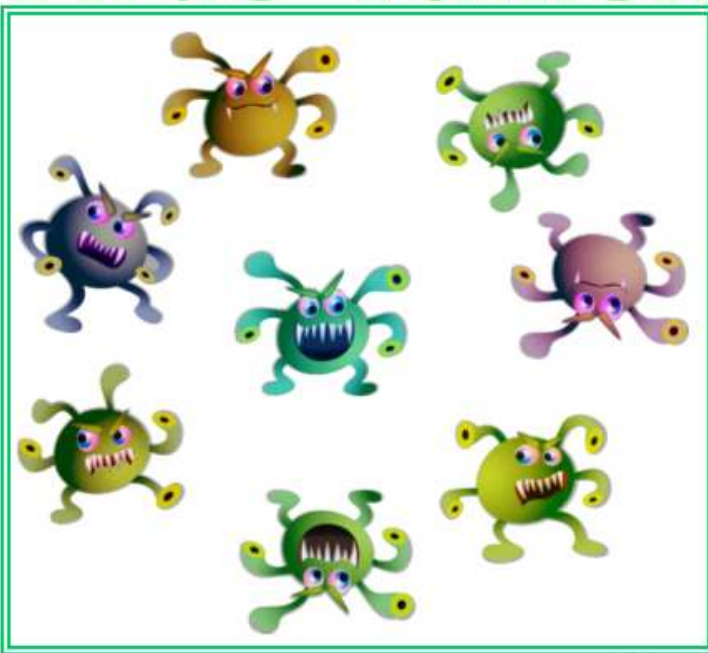




Integrated ICT Learning Unit

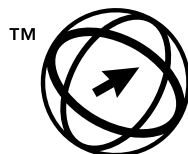

Volume R -2
Virus Vanish

Virus Vanish



Name

Grade www.computers4kids.co.za



Endorsed by the
ECDL Foundation

Overview

This integrated ICT learning unit consists of one activity which explores the concept of **disposing of germs**.

Lesson format:

10 minutes	Educational game (optional; at the discretion of the teacher)
5 minutes	“Tech Talk” which introduces ICT terminology
5 minutes	Mouse skills which develop essential mouse and keyboard/touch typing techniques
20 minutes+	Integrated activity involving tasks, which relate to relevant content being covered in the classroom

ICT applications used in this Learning Unit:

Word Processing	Graphics	Spreadsheets	Databases	Internet	E-mail	Presentations	Drawing	Web design	Information Organiser	Simulations & design	Desktop Publishing	Operating Systems	Programming & logic
	√	√										√	

Structure of the Learning Unit:

Integrated Activity

This lesson is aimed at integrating ICT into current, relevant class curriculum. Using this approach enables learners to use the computer not only as a working tool but also as a relevant learning tool to learn new concepts and skills or consolidate previously learnt work. This activity will take between 20 – 60 minutes (or 1-3 lessons) to complete depending on the ability of the learners and the time available.

e-Learner Assessment

The required assessment for each unit is completed by the ICT teacher by means of evaluating each skill on the skills matrix. The ICT teacher can indicate on the skills matrix whether the skill is being practised or developed by inserting a tick in the appropriate column next to the appropriate skills. Should the teacher wish to formally assess the skills, a symbol of 1, 2, 3 or 4 is inserted into the matrix in the assess column next to each skill assessed. The corresponding skills should also be marked off on the e-Learner Administration System and forwarded to Head Office when completed. As a pre-requisite for accreditation, all the required skills for each e-Learner unit need to be mastered. In this way, the level of ICT competency as well as the progress of each learner can be monitored. This matrix may be printed or photocopied for each learner.

LEARNING OUTCOMES ADDRESSED IN THIS INTEGRATED ICT LEARNING UNIT						
Learning Areas	LO1	LO2	LO3	LO4	LO5	LO6
Languages	Listening	Speaking	Reading & viewing	Writing	Thinking & reasoning	Language Structure and use
Mathematics	Numbers, operations & relationships	Patterns, functions & algebra	Space & shape (Geometry)	Measurement	Data Handling	
Natural Sciences	Investigate relationships & solve problems in scientific, technological & environmental contexts	Interpret & apply scientific, technological and environmental knowledge	Relationship between science, technology, society & environment			
Social Sciences - History	Historical Enquiry	Historical Knowledge and Understanding	Historical interpretation			
Social Sciences - Geography	Geographical Enquiry	Geographical Knowledge and Understanding	Exploring Issues			
Arts and Culture	Creating, Interpreting and Presenting	Reflection	Participation and Collaboration	Expression and Communication		
Life Orientation	Health Promotion	Social Development	Personal Development	Physical Development and Movement	Orientation to World of Work	
Economics and Management Sciences	Economic Cycle	Sustainable Growth and Development	Managerial, Consumer & Financial Knowledge & Skills	Entrepreneurial Knowledge & skills		
Technology	Technological Processes & Skills	Technological Knowledge & Understanding	Technology, Society & the Environment			

STRUCTURE OF LESSON VIRUS VANISH

INTEGRATED LESSON	
Prior Learning Requirements	
Concept / Topic: Basic knowledge of germs	
ICT Skills: Drag and drop; Effective control and use of the mouse	
Educational Game	10 Min
A suitable educational game, as per Appendix A, may be used as an optional activity at any point during the course of the lesson at the discretion of the ICT or class teacher	
Keyboard / Mouse Skills	5 Min
Ensure continuity and progression as per Appendix B	
Tech Talk	5 Min
DRAG To click on/select an image and hold the left mouse button down. While holding it down, move/ drag the object to where you want to move/resize it.	
Integrated Activity	20 Min
Learners drag and drop germs onto a handkerchief	
Resources Used	
Software: MS Excel	
Prerequisite: None	
Template: Yes	
WWW: None	
Learning Outcomes	
<ul style="list-style-type: none"> • Language LO 1, LO 5 • Life Orientation LO 1 	
Additional Learning Opportunities	
Concept / Topic: R.17 People Who Help Us 1.16 My Health 2.12 Nutritious or Not	
ICT Skills: R.2 Size 2.22 Special Keys	
Beyond the ICT Centre	
<ul style="list-style-type: none"> • Encourage each child to bring a tissue to school every day • Arrange for the class to be visited by a local doctor or school nurse 	

Learner name:	Class:	
Integrated Activity: Learners drag and drop germs onto a handkerchief		
Theme/Topic: Virus Vanish	Integrated Activity	
Learning Outcomes & Assessment Standards	Practice	Assess
Language		
Listens attentively to instructions		
Processes information		
<i>Comment:</i>		
Life Orientation		
Identifies communicable diseases and explains measures to protect self and others		
<i>Comment:</i>		
Concepts and Skills		
Listening to and following instructions		
Health concepts		
Disposal of germs		
Space and shape		
Identifying objects from their silhouette		
4 = Exceeded Requirements 3 = Satisfied Requirements 2 = Partially Satisfied Requirements 1 = Has Not Satisfied Requirements		

Learner name:	Class:	
Integrated Activity: Learners drag and drop germs onto a handkerchief		
Theme/Topic: Virus Vanish	Integrated Activity	
e-Learner Skills	Practice	Assess
Unit 2 - Files and Folders		
2.2.1 Right / Left click mouse		
2.2.2 Single / Double click mouse		
2.5.1 Open / Exit programmes Using Shortcuts		
2.7.1 Navigating through folders / Folder structure		
2.7.3 Navigating within a file (scrollbar / hyperlinks)		
2.7.4 Opening Files		
2.7.5 Saving Files		
2.7.6 Closing Files		
Unit 5 - Spreadsheets		
5.1 Open programme		
5.2.2 Opening workbook		
5.5.2 Move graphics		
5.8 Save		
5.10 Print		
5.11 Exit		
4 = Exceeded Requirements 3 = Satisfied Requirements 2 = Partially Satisfied Requirements 1 = Has Not Satisfied Requirements		

Integrated Lesson Virus Vanish (MS Excel)



EDUCATIONAL GAME: (10 minutes)

A suitable educational game, as per Appendix A, may be used as an optional activity at any point during the course of the lesson at the discretion of the ICT or class teacher.



KEYBOARD/ MOUSE SKILLS: (5 minutes)

Click, drag and draw

Demonstrate exactly how to:

1. Hold the mouse properly
2. Which finger is used to click
3. How to drag and draw by holding the right mouse button down and dragging it



TECH TALK: (5 minutes)

DRAG

To click on/select an image and hold the left mouse button down. While holding it down, move/**drag** the object to where you want to move/resize it.



INTEGRATED ACTIVITY (20 - 40 MINUTES)

In order to promote relevant discussion, the following questions are posed by the educator to the learners:

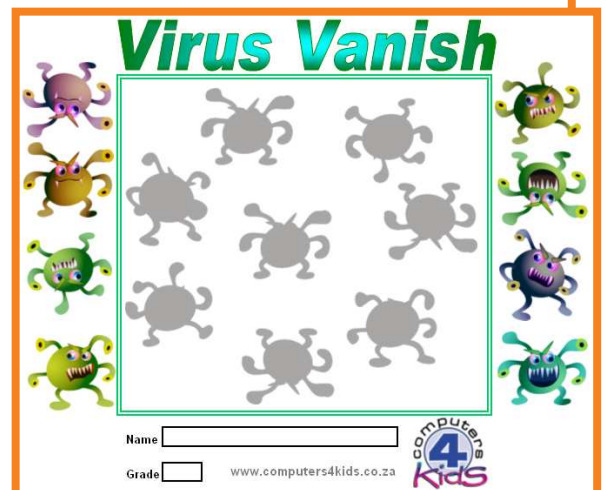
- **In which season do people often get sick?**
- **When you cough, what should you always do?**
- **Should you play outside if you have a temperature?**

A short discussion takes place about winter time and how people often catch colds and get flu because of the colder weather. This could mean that you could have a cough, runny nose or even a high temperature. During this time you should stay at home so that you do not spread your germs to other people.

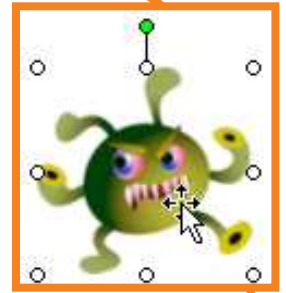
Explain to the learners that today they are going to sort various viruses (germs) into a handkerchief. They must match the silhouette of the germ on the handkerchief to the shape of the germ. Once all the germs are in the handkerchief they have successfully helped to stop the spread of germs.

Task: Today you are going to use your mouse skills to click on, drag and drop the germs into a handkerchief making sure you match the outline (silhouette) of the germ to the shape of each germ.

1. Double click to open the template. The opened template will look like this:
2. Save your document into your digital portfolio → **file** → **save as** → **locate your portfolio** → **double click** → **type a suitable name in the file name box** → **save**
3. Look carefully at each of the germs on the page which are dancing around the outside of the handkerchief. You must identify the shape of each germ and match it to the outline (silhouette) of the germ on the handkerchief.
4. Click on a germ graphic to select it. When you select a graphic, **adjustment handles** appear at the corners and along the edges of the selection rectangle.



5. Move your mouse pointer onto the graphic, hold the left mouse button down and then **drag and drop** the selected graphic into place over the outline (silhouette) on the handkerchief.
6. Continue positioning all the germs on the handkerchief in a similar way.
7. Once you have placed all the germs onto the handkerchief, you may enter your name and grade in the appropriate places.
8. Click in the cell next to "Name" and enter your name.
9. Click in the cell next to "Grade" and enter your grade.
10. Save your work by clicking on **file** → **save**
11. Print preview your work by clicking on **file** → **print preview**. Close the print preview by clicking on **Close**.
12. Print your work by clicking on **file** → **print**
13. Exit Microsoft Excel by clicking on **file** → **exit** or by clicking on the "X" at the top right hand corner of the screen.

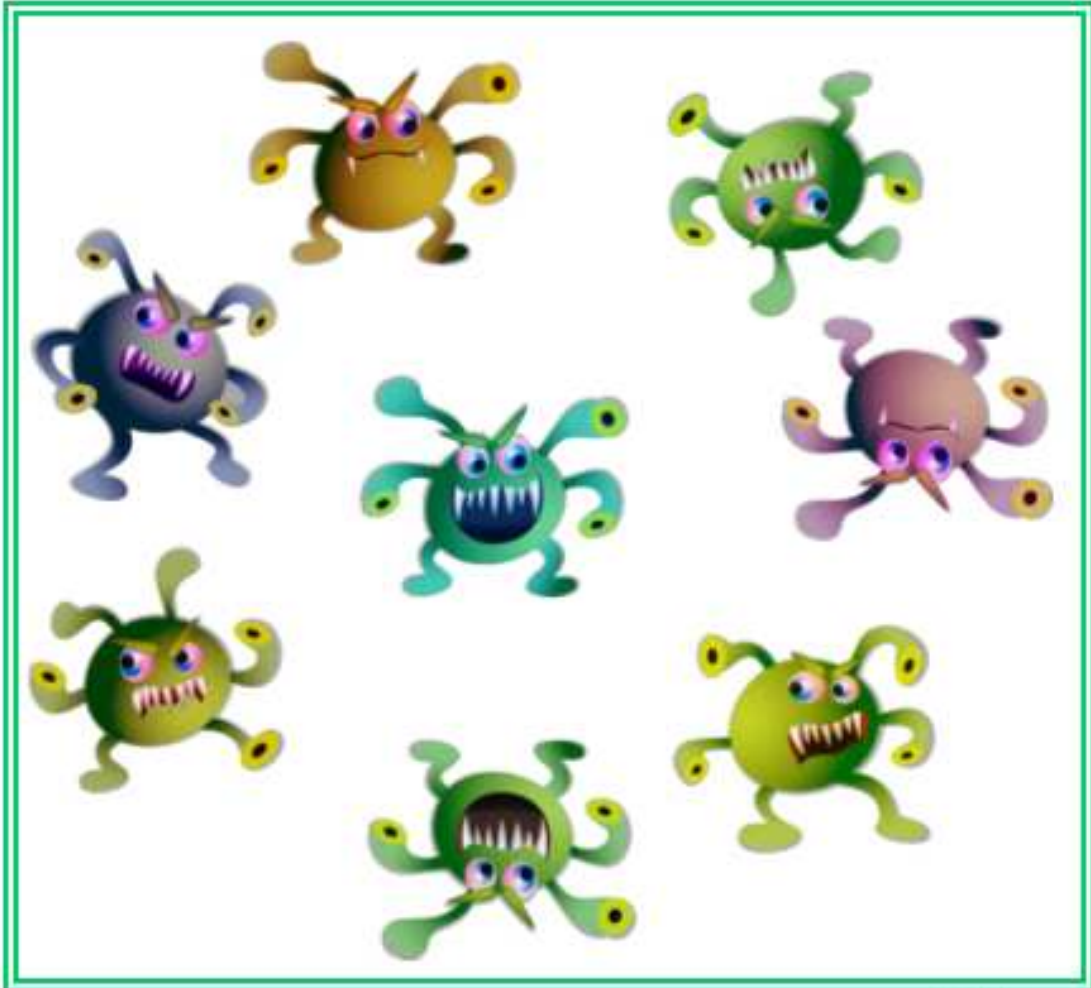


Name	<input type="text"/>	
Grade	<input type="text"/>	

www.computers4kids.co.za



Virus Vanish



Name

Grade

www.computers4kids.co.za



Teacher Feedback Form

This Teacher Feedback Form serves as a

- ❖ Personal record of work covered with your class
- ❖ Feedback form about this lesson to your management
- ❖ Feedback form about this lesson to your colleagues

Place a relevant comment in each of the boxes.

Volume Number			
Learning Unit			
Integrated Lesson			
Educational Game			
Touch typing / Keyboard Skills			
Tech Talk			
I found this Learning Unit to be...			
Engaging?			
Relevant?			
Significant?			
Challenging?			
General Comment			
Name		Date	








This **Teacher Feedback Form** may be photocopied or found in digital format with the Educator Resources and at www.computers4kids.co.za

Self Assessment Form

This Self Assessment Form is a

- ❖ Record of my work covered during class
- ❖ Record of my progress

Place a tick (✓) in the correct boxes.

Volume Number				
Learning Unit				
About this Learning Unit ...				
	Before I did this task I knew...			
	I finished my task well...			
Q → A	I answered the questions...			
	I took pride and care in my work ...			
	After I did this task I knew...			
I have learnt to be...				
Caring		Principled		
Communicative		A Risk Taker		
Reflective		A Thinker		
Inquiring		Well-balanced		
Knowledgeable		Open-minded		
I have also learnt...				
Name		Date		








This **Self Assessment Form** may be photocopied or found in digital format with the Educator Resources and at www.computers4kids.co.za

Peer Assessment Form

This Peer Assessment Form is a

- ❖ Report to your peer about their work
- ❖ Record of your thoughts about your peers work

Place a tick (✓) in the correct boxes.

Peer's Name				
Volume Number				
Learning Unit				
About this Learning Unit ...				
	Did he/she finish the task?			
	Did he/she do the task well?			
Q → A	Did he/she answer the questions?			
	Did he/she take pride in their work?			
	Have you learnt anything new from your friends work?			
I think my friend has learnt to be...				
Caring		Principled		
Communicative		A Risk Taker		
Reflective		A Thinker		
Inquiring		Well-balanced		
Knowledgeable		Open-minded		
I feel my friend has also learnt...				
Name		Date		

This **Peer Assessment Form** may be photocopied or found in digital format with the Educator Resources and at www.computers4kids.co.za