Integrated ICT Learning Unit

Common Wealth Games 2014

Name: Jerry Smith

Grade: 4B

Common Wealth Games 2014

Aquatics

Running

Badminton

Boxing

Rugby

Cycling

e-Learner

ENDORSED BY | ICDL Africa

Overview

This integrated ICT learning unit consists of one activity which explores the concept of **the Common Wealth Games 2014.**

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
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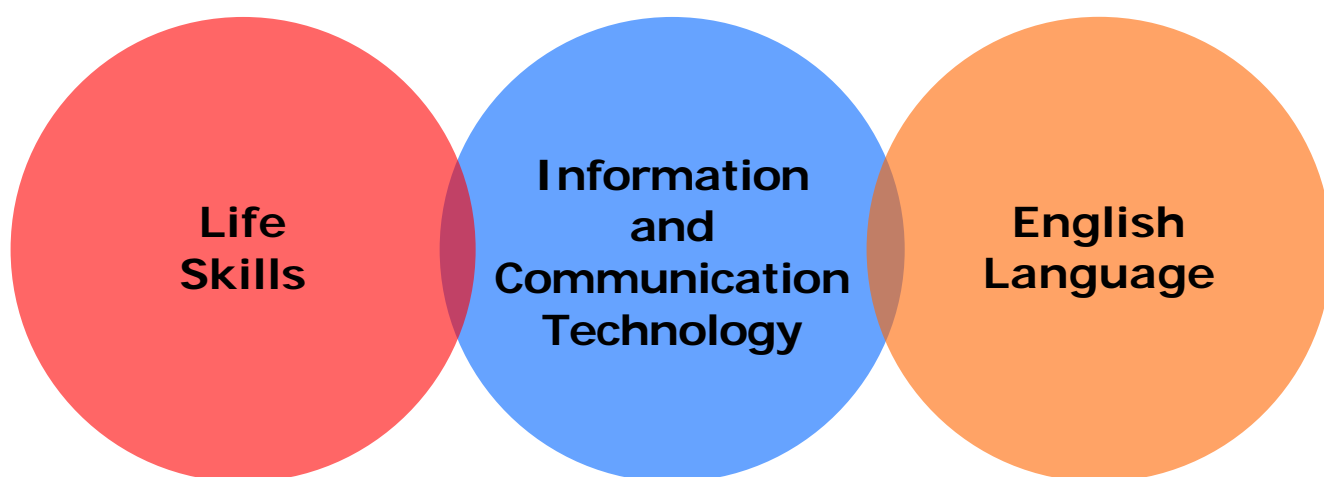## Structure of the Learning Unit:

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, the relevant achievement level can be indicated in the assess column next to each skill assessed. The corresponding e-Learner skills should also be marked off when completed. The e-Learner skills can also be formally assessed by subscribing to the relevant online e-Learner assessment for which an ECDL endorsed certificate will be issued upon successful completion of the course. By utilising these assessment tools, the level of ICT competency as well as the progress of each learner can be monitored. The assessment matrix, as contained in this lesson instruction book, may be printed or photocopied for each learner.

ICT INTEGRATION ACROSS THE CURRICULUM

Life Skills

Information and Communication Technology

English Language

STRUCTURE OF LESSON
COMMON WEALTH GAMES 2014

INTEGRATED LESSON	
Prior Learning Requirements	
Concept / Topic: Knowledge of the Common Wealth Games **ICT Skills:** Inserting text into order; Effective control and use of the mouse	
Educational Game	**10 Min**
A suitable educational game 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**
A suitable activity should be selected by the ICT or class teacher to ensure continuity and progression of appropriate skills	
Tech Talk	**5 Min**
AUTOSHAPE A group of ready-made shapes which include rectangles and circles plus a variety of lines and connectors, block arrows, flowchart symbols, stars and banners.	
Integrated Activity	**20 Min**
Learners identify pictures of the sports taking place at the Common Wealth Games 2014.	
Resources Used	
Software: Microsoft Word **Prerequisite:** None **Template:** Common Wealth Games.docx **WWW:** None	
Subjects	
- Life Skills - English Language	
Additional Learning Opportunities	
Concept / Topic: 6.28 Olympics **ICT Skills:** 7.23 Market Day	
Beyond the ICT Centre	
- Collate pictures of all the sports represented at the Common Wealth Games 2014. - Keep a bulletin board for latest articles about the Common Wealth Games 2014.	

Learner name:		Class:	
Integrated Activity: Learners identify pictures of the sports taking place at the Common Wealth Games 2014.			
Theme/Topic: Common Wealth Games 2014		**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			
2.3.1 Alpha / numeric keys on keyboard			
2.5.1 Open / Exit programme Using Shortcuts			
2.6.2 Close window			
2.6.3 Move window			
2.7.3 Navigating within a file (scrollbar / hyperlinks)			
2.7.4 Opening Files			
2.7.6 Closing Files			
Unit 4 - Word Processing			
4.1 Open programme			
4.3.1 Insert text			
4.3.2 Format Text (font face/ colour / size / bold / underline)			
4.3.3 Align text			
4.4.2 Insert Word Art			
4.8 Save			
4.10 Print			
4.11 Exit			

7 = Outstanding Achievement   6 = Meritorious Achievement

5 = Substantial Achievement   4 = Adequate Achievement

3 = Moderate Achievement   2 = Elementary Achievement   1 = Not Achieved

INTEGRATED ACTIVITY

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

- **What sports are included in the Common Wealth Games 2014?**
- **Which are team sports and which are individual?**
- **Do any of you play those sports?**

A short discussion takes place about the variety of sports taking place at the Common Wealth Games 2014.

Explain to the learners that they are going to identify various official pictures which are used to represent the various sports at the Common Wealth Games.
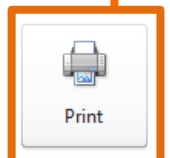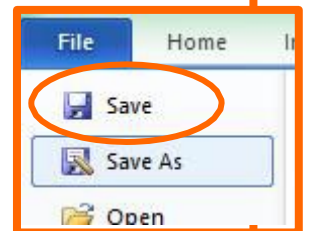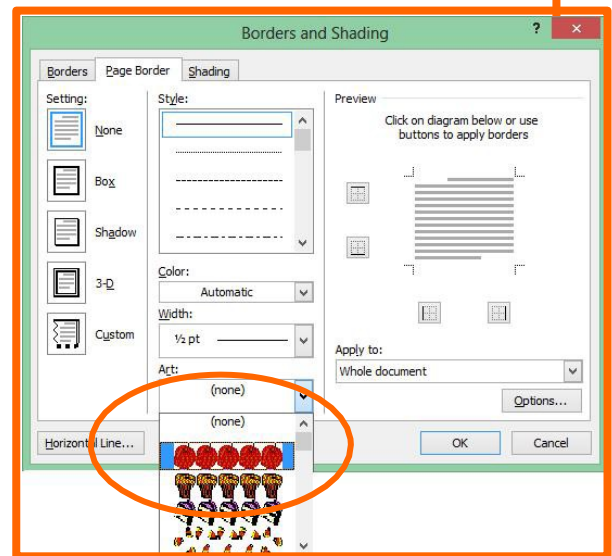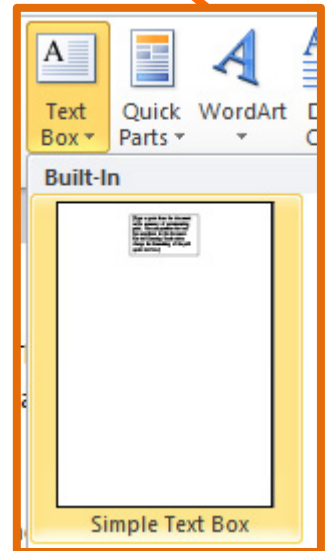
Task: Today you are going to identify various pictures of sports which are taking place at the Common Wealth Games.

*Note to the educator: This task requires the template **Common Wealth Games.docx**.*

1. Open the **Common Wealth Games.docx** template by double clicking the shortcut in the folder which you just downloaded.
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. Click where you want to insert your **WordArt**
4. On the **Insert Ribbon**, click on **WordArt** and select the WordArt you want.
5. Type in the heading: **E.g "Common Wealth Games 2014"**
6. On the template you will see 6 pictures which represent sports taking place at the Common Wealth Games 2014. Using these you will have to label each sport by using Text Boxes.
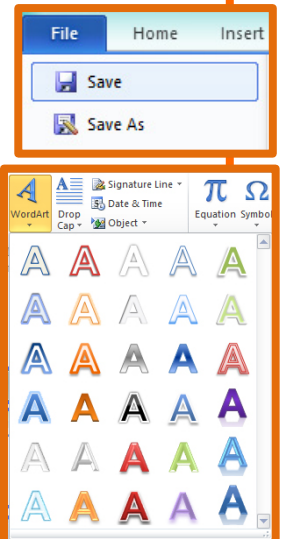
7. To insert Text Boxes → **Insert Ribbon** → **Text Box down facing arrow** → choose **Simple Text Box**

8. Click inside the Text Box and type the appropriate sport name underneath each picture.

9. Click on the Text Box to select it → **click and drag the Text Box to position it below the correct sport picture.**

10. **Format** the text **style, size and colour** by **highlighting the text** and clicking on the **font size** box on the **Home Ribbon.**

11. Insert a **Page Border** → **Page Layout Ribbon** → **Page Border** → Under **Art Tab** → Choose a suitable border → **OK**

12. Once you have identified all the Common Wealth Game sports, click inside the Text Box next to "Name" and enter your name.

13. Enter your grade in the Text Box marked "Grade".

14. To save **File** → **Save** *OR* **CTRL + S**

15. Print your work → **File** → **Print** → **Print button**

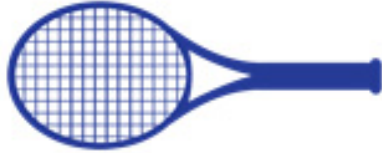# Common Wealth Games 2014

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