Peicai Secondary School
Subject Overview for Semester 1 2023
Computer Applications/ Secondary 4 | Normal (Technical)

TERM 1			
Week	**Chapter/Topic/Skill/Area**	**Assignment/ Homework**	**Weighted Assessment**
Week 3 **T1W3 – CNY Celebration (Fri)**	SST7: Data Lookup and Filtering	SST7A (Lookup Function (VLOOKUP) (I) SST7B (Lookup Function (VLOOKUP) (II)	
Week 4 **T1W4 – CNY (Mon & Tue)**	SST7: Data Lookup and Filtering	SST7C (Filtering Data I) SST7D (Filtering Data II)	
Week 5 **CPA HBL (Wed, 1 Feb)**	SST8: Data Validation and Analysis	SST8A (Data Validation I) SST8B (Data Validation II)	
Week 6	SST8: Data Validation and Analysis	SST8C (What-If Analysis (Using Goal Seek) (I) SST8D (What-If Analysis (Using Goal Seek) (II)	
Week 7	WA1 Revision on SST	SST7A to 7D SST8A to 8D Recap on other SST skills	
Week 8	CPF 4: Internet Applications	CPF 4A (Internet Applications I)	
Week 9 **CPA HBL (Wed, 1 Mar)**	CPF5: Use and Impact of Computers DOP4: Page and Section Breaks	CPF5 (Use and Impact of Computers) DOP4 (Page and Section Breaks)	**WA2 (Practical)** • Paper 2 format • Inkscape • DOP • IMC (Powerpoint)
Week 10	DOP5: Mail Merge	DOP 5 (Mail Merge Part 1) DOP 5 (Mail Merge Part 2)	

TERM 2			
Week	**Chapter/Topic/Skill/Area**	**Assignment/ Homework**	**Weighted Assessment**
Week 1 **CPA HBL (Wed, 22 Mar)**	Practise 2022 N level exam Paper 2		
Week 2	Practise 2022 N level exam Paper 3		
Week 3 **T2W3 – Good Friday (Fri)** **CPA HBL (Wed, 5 Apr)**	Practise 2021 N level exam Paper 2		
Week 4	Practise 2021 N level exam Paper 3		
Week 5 to 7 **T2W6 – Hari Raya Puasa (in-lieu) (Mon)** **T2W7 – Labour Day (Mon)** **CPA HBL (Wed, 3 May)**	Specimen Exam Paper - Paper 1 - Paper 2 - Paper 3		**WA2 (Practical) – Week 6** • Paper 3 format • Video creation • SST • Gaming
Week 8 to 10 **CPA HBL (Wed, 17 May Apr)**	Sample Paper Set 1 (Revision) - Paper 1 - Paper 2 - Paper 3		

The subject overview is tentative and is subject to changes.