FIRST TERM
WEEKLY LESSON NOTES – B8
WEEK 4

Week Ending: 03-02-2023	DAY:		Subject: Computing	
Duration: 60mins			Strand: Introduction To Computing	
Class: B8	Class Size:		Sub Strand: File Management Techniques	
Content Standard: B8.1.1.2. Demonstrate the use of the Desktop features.		Indicator: B8.1.1.2.1 Explore the use of the Charms bar		Lesson: 1 of 2
Performance Indicator: Learners can explore the use of the Charms bar			Core Competencies: CC8.2: CP6.1	
Reference: Computing Curriculum P.g. 24				

Activities For Learning & Assessment	Resources	Progression
Starter (5mins) Revise with learners to review their understanding in the previous lesson. Share performance indicators and introduce the lesson. **Main (35mins)** Using pictures and charts, guide learners to identify and describe what a charms bar is. *A charm bar is a universal toolbar in the windows 8 operating system that can be accessed from anywhere no matter what you are doing or what application you are running.* In groups, have learners explore the options on the charms bar. *When activated, the charms bar contains 5 different buttons;* *Search* *Share* *Start* *Devices* *Settings* Engage learners to identify the icons in the Charms bar	Pictures and videos	Exploring the use and features of the Charms bar

Guide learners to describe features of the Charms bar icons.

Assessment
What is a charms bar?
Identify and explain the options on the charms bar?
Name any five icons on the charms bar.

Reflection (10mins)
Use peer discussion and effective questioning to find out from learners what they have learnt during the lesson.

Take feedback from learners and summarize the lesson.

Homework/Project Work/Community Engagement Suggestions
Draw the charms bar and label any five parts
Cross-Curriculum Links/Cross-Cutting Issues
None
Potential Misconceptions/Student Learning Difficulties

Week Ending: 03-02-2023	**DAY:**	**Subject:** Computing	
Duration: 60mins		**Strand:** Introduction To Computing	
Class: B8	**Class Size:**	**Sub Strand:** File Management Techniques	
Content Standard: B8.1.1.2. Demonstrate the use of the Desktop features.	**Indicator:** B8.1.1.2.2. Practice file management techniques (Drive Management)		**Lesson:** 1 of 2
Performance Indicator: Learners can demonstrate file management techniques		**Core Competencies:** CC8.2: CP6.1	
Reference: Computing Curriculum P.g. 25			

Activities For Learning & Assessment	**Resources**	**Progression**
Starter (5mins) Revise with learners to review their understanding in the previous lesson. Share performance indicators and introduce the lesson. *Main (35mins)* Brainstorm learners to explain key terms in the lesson. • **Disk defragmentation** – *is the process of reorganizing the data stored on the hard drive so that related pieces of data are put back together.* • **File compression** – *is a data compression method in which the logical size of a file is reduced to save disk space for easier and faster transmission over a network or the internet.* • **Disk Partitioning** – *is the creation of one or more regions on secondary storage, so that each region can be managed separately.* Demonstrate the file management techniques such as defragmentation, compression of files, etc. Engage learners to explore ways of partitioning a hard disk. Guide learners to discuss the advantages and disadvantages of compressing files and disk defragmentation. Assessment 1. Define the following; i. Disk defragmentation ii. File compression iii. Disk partitioning 2. State three advantages and disadvantages of compressing files *Reflection (10mins)*	Pictures and videos	Practicing file management techniques

Use peer discussion and effective questioning to find out from learners what they have learnt during the lesson. Take feedback from learners and summarize the lesson.		

Homework/Project Work/Community Engagement Suggestions

Describe the steps you would use to partition a hard drive.

Cross-Curriculum Links/Cross-Cutting Issues

None

Potential Misconceptions/Student Learning Difficulties