

Hillview College - Form Three (3)
SCHEME OF WORK - Information Technology

ACADEMIC YEAR: 2019-2020

TERM: Three (3)

TOPIC: Data Representation - How data is stored or manipulated within the computer.

 **TEXTBOOK**

- Title: Information Technology for CSEC
- Author: K,M Reid, D. Dinesan and R. Khan
- Publisher: Heinemann
- Chapter: One (1) – The Fundamentals of Hardware and Software
- Section/s:
 - i. Storing and representing numbers [1.9]
 - ii. Storing and representing digits and characters [1.9]
- Pages: 46-56

 **CONTENT**

- a. Identify data types - numbers, characters, string (text),
- b. Define the terms *bit* and *byte*
- c. Number systems – denary (base 10), binary (base 2), octal (base 8), hexadecimal (base 16)
- d. Number systems operations – addition, subtraction
- e. Representation of integers (positive and negative numbers) – Sign and magnitude, Two’s complement and Binary Coded Decimal [BCD]
- f. Representation of characters – American Standard Code for Information Interchange [ASCII], Unicode, Extended Binary Coded Decimal Interchange [EBCDIC]

There shall be one (1) end-of-term assessment.



Cathy-Ann LINDSAY

Form 3 Co-ordinator - Information Technology