

The Basic ICT Course Module

1/2023

Teacher's Notes for Long Plan and Lesson Plan

Important Dates

Semester Starts:

Midterm Examination Date/Period:

Final Examination Date/Period:

Students:

- o **Number of Students:**
- o **An Overview of the Students' Computer and Internet Availability at Home:**
- o **An Overview of the Students' ICT Background:**
- o **TEI's Computer and Internet Availability for this Course:**
(Ex: What is the plan for computer allocation: shared usage or one computer per student?)

Week	Date	Module/Topic	Time (Minutes)	Teaching and Learning Activities	Other Notes/ Preparation
		Orientation			
1		Module 1 ຄວາມຮູ້ເລື້ອຍໆຕົ້ນກ່ຽວກັບ ICT			
2		Module 2 ພື້ນຖານຂອງລະບົບຄອມພິວເຕີ			

Week	Date	Module/Topic	Time (Minutes)	Teaching and Learning Activities	Other Notes/ Preparation
3		Module 2 ພື້ນຖານຂອງລະບົບຄອມພິວເຕີ			
4		Module 3 ການນຳໃຊ້ແອັບພລິເຄຊັນ Word Processing			
5		Module 3 ການນຳໃຊ້ແອັບພລິເຄຊັນ Word Processing			
6		Module 3 ການນຳໃຊ້ແອັບພລິເຄຊັນ Word Processing			
7		Module 4 ການນຳໃຊ້ແອັບພລິເຄຊັນ Spreadsheet			
8		Module 4 ການນຳໃຊ້ແອັບພລິເຄຊັນ Spreadsheet			
9		Module 4 ການນຳໃຊ້ແອັບພລິເຄຊັນ Spreadsheet			

Week	Date	Module/Topic	Time (Minutes)	Teaching and Learning Activities	Other Notes/ Preparation
10		Module 5 ການນຳໃຊ້ແອັບພລິເຄຊັນ Presentation			
11		Module 5 ການນຳໃຊ້ແອັບພລິເຄຊັນ Presentation			
12		Module 5 ການນຳໃຊ້ແອັບພລິເຄຊັນ Presentation			
13		Module 6 ການສືບຄົ້ນຂໍ້ມູນ ແລະ ການນຳໃຊ້ເມົາຕົມິດຍ			
14		Module 6 ການສືບຄົ້ນຂໍ້ມູນ ແລະ ການນຳໃຊ້ເມົາຕົມິດຍ			
15		Module 7 ການຮູ້ເກນສ ແລະ ຂໍ້ມູນຂ່າວສານ ແລະ ພົນລະເມືອງ ຈັດຕັ້ງ			
16		Module 7 ການຮູ້ເກນສ ແລະ ຂໍ້ມູນຂ່າວສານ ແລະ ພົນລະເມືອງ ຈັດຕັ້ງ			

Week	Date	Module/Topic	Time (Minutes)	Teaching and Learning Activities	Other Notes/ Preparation
		Final Examination/ Final Project Presentation			

Assessment:

Items	Category	Percent
1		
2		
3		
4		
5		
		100

Important Tasks/Projects and Submission Dates:

Items	Tasks/Projects	Due Dates
1		
2		

3		
4		

Instructor's Notes: