

PlusOne

Information Communication Technology (ICT)

Grade 1

K. Mhesano

Learners Book



SECONDARY BOOK PRESS AUTOZONE COMPLEX, 30 KAGUVI STREET, HARARE, ZIMBABWE

Tel: +263 242 771 406 | +263 712 560 870

Email: sales@secondarybookpress.co.zw Website: www.secondarybookpress.co.zw

PlusOne - Information Communication Technology (ICT) | Grade 1

ISBN: 978-0-7974-9001-7 First Published in 2019

Copyright © K. Mhesano

Editor in Chief: Munyaradzi Gunduza Illustrations: Wilbert Kakowa

Printed by: Secondary Book Press

Every effort has been made to trace the copyright holders. In the event of unintentional omissions or errors, any information that would enable the publisher to make the proper arrangements will be appreciated.

All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording or otherwise, without prior permission of the copyright owner.

Contents

TOPIC 1: ITC TOOLS	1
Unit 1: ICT Tools/Devices	1
Unit 2: Types of computers	2
Unit 3: Parts of a computer	4
Unit 4: Operating a computer	5
Unit 5: Playing educational games	
Topic Revision Exercise	8
TOPIC 2: CREATING AND PUBLISHING	10
Unit 6: Painting and creating effects	
Unit 7: Creating a story	
Topic Revision Exercise	
TOPIC 3 : APPLICATION SOFTWARE	18
Unit 8: Basic key	19
Unit 9: Typing	21
Unit 10: Taking photos	
Unit 11: Taking photos at school	
Unit 12: Recording	
Unit 13: Playing recorded music and videos	
Unit 14: Educational tours	
Topic Revision Exercise	

TOPIC 4: SAFETY AND SECURITY	29
Unit 15: Computer safety rules	29
Unit 16: Bad behaviours in a computer lab	33
Unit 17: Computers and electricity	36
Unit 18: Electricity and devices	38
Unit 19 Dangers of electricity	39
Topic Revision Exercise	43

Topic

1

ICT TOOLS

Unit 1: ICT tools/devices



Practical 1

Name and talk about ICT tools

Unit 2: Types of computers

Let us name and talk about the types of computers.



Exercise 1

- 1. Name and discuss types of computers.
- 2. Match similar objects below.



Practical 2

Walk around in the computer lab, identify and name types of computers.

Exercise 2

Complete these words with (keyboard, mouse, monitor)

- 1. Mou____
- 2. Mo___or
- 3. Key___d
- 4. Match words to pictures.

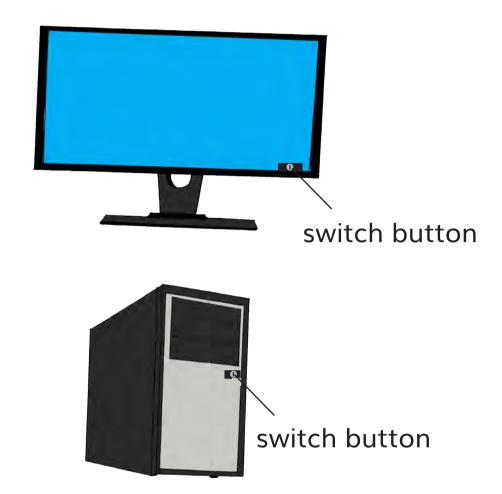
Mouse	
Keyboard	
Monitor	
CPU	

Practical 3

- 1. Practice naming parts of a computer from real parts of a computer and pictures.
- 2. Stick names to real parts of a computer.

Unit 4: Operating a computer

Switching on and off a computer.



Exercise 3

- 1. Draw and label the symbol of a switch.
- 2. Draw, colour and label a monitor.

Practical 4

1. Practice switching on ICT tools.

Unit 5: Playing educational games

Look and discuss.



My name is Mouse.

I like to play with my computer.

Look I am playing animal games.

I love animals.

Practical 5

Play an educational game on a computer, tablet, smartphone or any device.

Topic Revision Exercise



1. This a _____.(desktop/laptop)

Circle the odd one out in question 3 and 4.

- 2. Radio television tree laptop
- 3. Mouse keyboard CPU smartphone)
- 4. _____ is a type of computer. (Desktop/Radio)
- 5.

This is a _____(desktop/monitor)

6. We use a _____ to turn on a computer. (switch/fire)

Match words and objects in the table below.

Television