

## HIGH SCHOOL CURRICULUM

The CS4A High School Curriculum has been used by learners in schools in Northern KZN since 2000. Dundee High School learners are being prepared with these lessons to write ICDL exams and their results are outstanding! You can read a testimonial about that on our home page ([www.cs4a.co.za](http://www.cs4a.co.za)). For more information on ICDL (International Computer Driving Licence) visit [www.icdl.org.za](http://www.icdl.org.za).

These lessons will also greatly benefit CAT (Computer Assisted Technology) learners. It is full of practical exercises and activities, because we know, practice makes perfect! In fact, you can't have enough exercises to give your learners!

Please download the free sample from our website and try it with your classes. Let us know how the lessons went; we are very interested in your feedback!

## OFFICE 2003 OR OFFICE 2007!

The complete workbook totals over 600 pages and consists of 7 modules with clear explanations and practical exercises:

1. general concepts of IT
2. operating systems
3. word processing
4. spreadsheets
5. databases
6. presentations
7. internet e-mail

A Student Pack contains 1 printed workbook and 1 CD with all the activities for 7 modules.

The School Licence is completely electronic. You will receive a download link for the specified modules in the workbook plus the relevant exercises as well as teachers' admin files, completed exercises, skills charts, learning plans, class lists templates and printable posters. In the agreement with the school is a clause that allows you to print on premises.

A School Pack typically contains 40 printed workbooks and 1 CD with the activities.

The extended packs also include teachers' admin files, completed exercises, skills charts, learning plans, class lists templates and printable posters. The school could sell some of these books to the learners or just keep them in the centre so each class can make use of them.

The Premium version includes curriculum training as well as regular support and updates.

See table on the next page for all the options.

*Please FAX order form to 086 654 9430*

*Thank you for your support.*

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	<b>Workbook only</b>	<b>Student Pack</b>	<b>Extended Student Pack</b>	<b>School Licence</b>	<b>School Pack</b>	<b>Premium School Pack</b>
	1 user	1 user	1 user	All users at site	All users at site	All users at site
<b>1. Printed material</b>						
Worksheets: printed and collated in the Workbook	✓	✓	✓		✓	✓
On Your Own Tasks (OYO) printed in the Workbook at the end of each module	✓	✓	✓		✓	✓
Activity sheets					✓	✓
Skills Charts per module					✓	✓
Memo: completed Activity sheets					✓	✓
Learning Plans					✓	✓
Logbook of Teaching template					✓	✓
Class Lists templates					✓	✓
Posters					✓	✓
Facilitators Guide					✓	✓
<b>2. Electronic Files</b>						
Activity sheets		✓	✓	✓	✓	✓
Completed Activity sheets			✓	✓	✓	✓
Learning Plans			✓	✓	✓	✓
Skills Charts per module			✓	✓	✓	✓
Logbook of Teaching template				✓	✓	✓
Class Lists templates				✓	✓	✓
Posters			✓	✓	✓	✓
<b>3. Support</b>						
Curriculum Training						✓

# Order Form

Package	Price incl VAT	Number ordered	Totals
Workbook (7)	R 315		
Student Pack (7)	R 360		
Extended Student Pack (7)	R 570		
School Licence (per module)	R 735		
School Pack (40 books, 7 modules)	R 12570		
Premium School Pack (40 books, 7 modules, price per learner per month)	R 11		
Specify which version of software (e.g. Office 2003 or Office 2007)			
Total			
Postage or delivery			
<b>GRAND TOTAL</b>			

***NB Include the proof of payment with your order to speed up delivery!***

<b>School</b>	
<b>Postal Address</b>	
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<b>Tel</b>	
<b>Contact person</b>	
<b>Cell</b>	
<b>e-mail address</b>	
<b>Date of order</b>	
<b>Agreement</b>	The school will sign a copyright agreement to protect the material from any unauthorised use.
<b>Signature</b>	