**Ways to improve in ICT/Computer Science**

**Year 7**

|  |  |  |
| --- | --- | --- |
| Spring 1 | PowerPoint | 1. Watch this video for beginners: <https://www.youtube.com/watch?v=u7Tku3_RGPs> 2. Watch this video for more advanced features: [https://www.youtube.com/watch?v=YcOq9LnBshY](https://youtu.be/HC13M8FGlNc?v=YcOq9LnBshY) 3. Visit this website: <https://www.dummies.com/software/microsoft-office/> 4. Visit this website: [https://edu.gcfglobal.org/en/topics/office/](https://www.abebooks.co.uk/Build-Own-Website-Beginners-Laura-Cowan/30616347877/bd) 5. Buy this book [https://www.worldofbooks.com/en-gb/books/michael-price/office-2019-in-easy-steps/9781840788204#NGR9781840788204](https://codepip.com/#NGR9781840788204) |
| Spring 2 | Databases | 1. Watch this video for beginners: [https://www.youtube.com/watch?v=ubmwp8kbfPc](https://www.w3schools.com/python/?v=ubmwp8kbfPc) 2. Watch this video for more advanced features: [https://www.youtube.com/watch?v=Oq6vMEzTzX4](https://www.dummies.com/software/microsoft-office/?v=Oq6vMEzTzX4) 3. Visit this website: [https://www.dummies.com/software/microsoft-office/](https://www.youtube.com/watch) 4. Visit this website: [https://edu.gcfglobal.org/en/topics/office/](https://beginnersbook.com/2019/03/types-of-computer-network-lan-man-and-wan/) 5. Buy this book [https://www.worldofbooks.com/en-gb/books/michael-price/office-2019-in-easy-steps/9781840788204#NGR9781840788204](https://design.tutsplus.com/articles/50-great-photoshop-tutorials-for-clever-beginners--psd-785#NGR9781840788204) |
| Summer 1 | Excel | 1. Watch this video of beginners: [https://www.youtube.com/watch?v=k1VUZEVuDJ8](https://www.w3schools.com/html/?v=k1VUZEVuDJ8) 2. Watch this video for more advanced features: <https://www.youtube.com/watch?v=bhZckWTLkJM> 3. Visit this website: [https://www.dummies.com/software/microsoft-office/](https://edu.gcfglobal.org/en/topics/office/) 4. Visit this website: [https://edu.gcfglobal.org/en/topics/office/](https://www.worldofbooks.com/en-gb/books/robert-shufflebotham/photoshop-cs6-in-easy-steps/) 5. Buy this book [https://www.worldofbooks.com/en-gb/books/michael-price/office-2019-in-easy-steps/9781840788204#NGR9781840788204](https://www.youtube.com/watch#NGR9781840788204) |
| Summer 2 | Word | 1. Watch this video for beginners: [https://youtu.be/HC13M8FGlNc](https://www.whsmith.co.uk/products/coding-for-beginners-using-python/louie-stowell/paperback/9781409599340.html) 2. Watch this video for more advanced features: [https://youtu.be/\_lS1nHBJ2Yc](https://edu.gcfglobal.org/en/topics/office/) 3. Visit this website: [https://www.dummies.com/software/microsoft-office/](https://www.youtube.com/watch) 4. Visit this website: [https://edu.gcfglobal.org/en/topics/office/](https://www.bbc.co.uk/bitesize/guides/z9nk87h/revision/1) 5. Buy this book [https://www.worldofbooks.com/en-gb/books/michael-price/office-2019-in-easy-steps/9781840788204#NGR9781840788204](https://www.youtube.com/watch#NGR9781840788204) |