

Project Plan for Check it out!

I have Lessons of ICT each week
 My ICT lessons are minutes long

Project Start Date
 Project Deadline

| Task No | Task | Sub-task | Time allowed | Start date | Class | Home | Notes |
|---------|--------------------------------|--|--------------|----------------------|-------|------|-------|
| 1 | Find out what needs to be done | Read the project brief | 20 minutes | 16 th Oct | C | | |
| | | Create folders for my work | 10 minutes | 17 th Oct | C | | |
| | | | | | | | |
| 2 | Planning | Create detailed project plan | 1 lesson | 18 th Oct | C | | |
| | | Create project log | 10 minutes | 10 th oct | C | | |
| | | | 30 minutes | | C | | |
| 3 | Gathering Information | Create source table | 15 minutes | 31st Oct | C | | |
| | | Research Topics | 15 minutes | 31 Oct | | | |
| | | | | | | | |
| 4 | Fruit Check Survey | Collect data for the fruit | 1 lesson | 1 st Nov | C | | |
| | | Check Survey | 5 minutes | 3 rd Nov | C | | |
| | | Create a spreadsheet to analyse the data | 1 lesson | 6 Nov | C | | |
| | | Enter data and create charts | 1 lesson | 6 Nov | C | | |
| | | Complete a results document | | | | | |

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| 5 | Fruit Facts Database | Create a data entry form Add records to a database Use the database to find information Create results documents for students | 1 lesson 10 min 30 min 30 minute | 13 Nov 13 Nov 13 Nov 20 Nov | C C C C | | |
| | | | | | | | |
| 6 | Fruity Recipes | Review the information from the spreadsheet and database Look at the suggested ideas Gather a draft recipe cards for a student. Get feedback on your draft from someone else Spell check and proofread final draft | 1 lesson 10 Min 1 lesson 30 min 15 min 5 min | 20 Nov 27 Nov 27 Nov 4 Dec 4 Dec | | | |
| | | | | | | | |
| 7 | Recipe Holder | Review the outline provided Find a suitable image for the front | 10 Min 15 Min | 4 Dec 4 Dec | | | |

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|---|---------------------|---|----------------------------------|--------------------------------|--|--|--|
| | | Design a recipe cardholder. Print off draft and fold to check it works. Get feedback on your draft from someone else. | 1 lesson 15 min 10 min | 11 Dec 11 Dec 11 Dec | | | |
| | | | | | | | |
| 8 | Recipe Holder | Design a slideshow Gather information and images Create the slideshow Get feedback on the show and make changes Test the show to make sure it works | | | | | |
| | | | | | | | |
| 9 | Complete eportfolio | Make detailed list of everything to go in eportfolio Prepare evidence for eportfolio Design and create pages for eportfolio Build eportfolio Test eportfolio and make | | | | | |

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|----|-----------------|---|--|--|--|--|--|
| | | and necessary changes Review eportfolio Spell check and proofread the commentaries | | | | | |
| | | | | | | | |
| 10 | Plan eportfolio | Create eportfolio structure | | | | | |
| | | | | | | | |
| 11 | Project review | Get feedback on your product Complete project review using template Complete project log Add review and log to eportfolio | | | | | |