Reminder
The Practical Exam is in Week 12.

Please refer to “Practical Exam Information” for details. You can find the link in vUWS: Home Page -> Learning Materials -> Scroll down to week12 and check links in columns ‘Assessment Start and Specifications’ and ‘Assessment Due and Submissions’:

Reading & Revision
Complete the required text reading if you haven’t already done so -

Week 10 - Chapter 7 Networks: Communicating and Sharing Resources
Week 8 - Spotlight 3 Buying and Upgrading Your Computer System

Activity 1 – Graphs & Charts
Context: Pattern analysis and visualisation

Reading
View the online lecture module ‘Importance of Patterns’ before beginning this activity.

Your Activity
a) Utilise the data from your survey (Tutorial 4, Activity 3) and create a graph/chart of one set of results using Excel. (If the data from your survey is not suitable to be graphed then select some other form of data that could be e.g. daily maximum temperatures for the week).

Note - Make sure it is fully labelled (including units).

b) Include a screen shot of your graph in your portfolio

Activity 2 – Hardware comparison
Context: Choosing the right hardware

Reading
‘Choosing the Right Hardware’ section of Spotlight 3 in the textbook.
Your Activity

a) Use the Internet or visit a local computer store (e.g. Harvey Norman) and select 2 laptop computers to compare. One should cost less than $1,000 and the other should cost around $2,000.

b) Write a comparison report - using the ‘Choosing the Right Hardware’ section of Spotlight 3 in the textbook as a guide.

Note - The report should include a table that compares the computers on at least 4 points.

The comparison report located on page 178 in the textbook is most appropriate for summarising the features of a single computer. If you compare two different machines, you can simply draw a table that compares the computers on at least 4 points, for instance, CPU, Memory, Hard drive, …

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<th>Key Features</th>
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Activity 3 – Software comparison

Context: Alternatives of software
Find the right software for your needs by checking alternatives to software you already know and want to replace.

In the previous tutorial 3 you were asked to evaluate Clipix. In tutorial 7 you were asked to try an alternative (e.g. Evernote, Zotero, Mendeley etc).

Reading (Optional)
View http://alternativeto.net/

Your Activity (addressing Clipix, Evernote, Zotero etc)

a) Include a table that compares the main features of the two software/services used.

b) Which software/service would you prefer to use (give reasons for your answer).
Activity 4 – Excel Training Lessons (cont’d)

Context: MS Office 2010 Training

Your Activity (for watching and practice only; no written responses needed for portfolio documentation)

Complete the following lessons -

a) Create-a basic chart in Excel (15 minutes)

b) Creating and running macros (20 minutes)