

Assignment 3: Theory

1. Applications

A teacher is planning a school trip to Germany. He intends to use information technology make his life easier in organizing the trip. In the table below, write down which of the following tasks would be done most appropriately with a word-processor, spreadsheet, database, graphics or desktop-publishing program.

- Cropping a scanned photograph of the town, adjusting the contrast and adding a caption to advertise the trip
- Designing a brochure about the area the students will be traveling through
- Writing a letter to parents for them to give permission to go on the trip.
- Keeping track of how much each student has paid for the tip
- Making lists of medical and dietary details and emergency contact numbers

Task	Software to be Used
	Word processor
	Spreadsheet
	Database
	Graphics package/Image processing software
	DTP software

[5]

2. Social Impact

Describe the way that information technology can be used to change the way people learn. Your account should include at least three examples of the way IT is used in schools and should mention as many different software applications as you are able to describe being used appropriately in each situation. Continue overleaf if necessary. [10]
