

Study Opportunities CAT Exam Papers 2018

Scope and length of June papers

Lengths of papers – June 2018

		Date of exam	Length (hrs)	Marks
Grade 10	Practical	Wed, 30 May 2018	2.5	120
	Theory	Wed, 6 June 2018	2	100
Grade 11	Practical	Tue, 29 May 2018	2.5	150
	Theory	Tue, 5 June 2018	2.5	125
Grade 12	Practical	Mon, 28 May 2018	3	180
	Theory	Mon, 4 June 2018	3	150

Content covered in June papers

Grade 10

Content as prescribed in CAPS document for Terms 1 and 2 – pages 19 to 24.

Modules from Study Opportunities Gr 10 CAPS (1st and 2nd Editions) textbook:

Module		Paper
1.1	Introduction to computers	Theory
1.2	Software	Theory
1.3	Hardware	Theory
1.4	File management	Theory & Practical papers
1.5	ICT in perspective	Theory
1.6	Extended software concepts	Theory
1.7	Extended hardware concepts	Theory
2.1	Introducing networks	Theory
6.1	A strategy for solving problems	Theory
3.1	Start working with text	Mainly in Practical Paper but the Theory Paper can also have questions on word processing and spreadsheets.
3.2	Formatting of pages and paragraphs	
3.3	Editing	
3.4	Adding graphics	
3.5	Further formatting (of pages and paragraphs)	
3.6	Tables	
4.1	Introduction to spreadsheets	
4.2	Calculations	

Grade 11

Content as prescribed in CAPS document for Terms 1 and 2 – pages 30 to 34.

Modules from Study Opportunities Gr 11 CAPS (1st and 2nd Editions) textbook:

Module		Paper
1.1	It's all about ICT	Theory
1.2	Input and output	Theory
1.3	Memory, storage and processing	Theory
2.1	Local area networks	Theory
2.2	The browsing experience	Theory
7.1	Finding information	Theory
3.1	Working with files	Mainly in Practical Paper but the Theory Paper can also have questions on word processing, spreadsheets, databases and web design.
3.2	Page formatting	
3.3	Paragraph formatting	
3.4	Forms and templates (Legacy controls)	
3.5	Styles	
4.1	Revising and improving spreadsheet skills	
4.2	Calculations	
4.3	Decisions and charts	
5.1	Introduction to databases	
5.2	Forms	
5.3	Queries	
5.4	Designing a database table	
6.1	Basic concepts of web design	

Additional content as specified in Exam Guidelines

As specified in the CAT Grade 12 Examination Guidelines of 2017, "Legacy controls should be used to answer questions regarding electronic forms".

Excel: SUBTOTAL function

Grade 12

Content as prescribed in CAPS document for Terms 1 and 2 – pages 39 to 43.

Modules from Study Opportunities Gr 12 CAPS textbook:

Module		Paper
1.1	Computers in our everyday lives	Theory
1.2	Hardware devices	Theory
1.3	Hardware recommendations	Theory
1.4	Software	Theory
2.1	Internet services and connections	Theory
2.2	The dangers of computer crime	Theory
7.1	Information management	Theory & Practical Papers
3.1	Reviewing documents	Mainly in Practical Paper but the Theory Paper will also have questions on word processing, spreadsheets, databases and web design.
3.2	Working with long documents	
3.3	Integrate, check and share documents	
4.1	Functions for calculations	
4.2	Decision making in functions	
4.3	Text functions	
5.1	Revise and improve database knowledge and skills	
5.2	Calculations in queries and reports	
5.3	Designing and creating a database	
6.1	Web pages including tables	

Additional content as specified in Exam Guidelines

Also content as listed in the CAT Grade 12 Examination Guidelines of 2017, e.g. *Excel* functions such as DATE, TIME, HLOOKUP, SUBTOTAL, SUMIFS and COUNTIFS, Index (*Word*), new terminology such as NFC, click-jacking, etc.

Tip: Links to Notes and exercises on Additional Excel Functions can be found on our website (Home Page, panel at the right).