Study Opportunities CAT Exam Papers 2020

Scope and length of Mid-Year papers

Lengths of papers – Mid-Year 2020

		Date of exam	Length (hrs)	Marks
Grade 10	Practical	Wed, 20 May 2020	2.5	120
	Theory	Wed, 27 May 2020 **	2.5	120
Grade 11	Practical	Tue, 19 May 2020	2.5	150
	Theory	Tue, 26 May 2020	2.5	125
Grade 12	Practical	Mon, 18 May 2020	3	180
	Theory	Mon, 25 May 2020	3	150

*** Please note that the time and the marks of the Gr 10 Mid-Year Theory paper are now different to previous years.*

Content covered in Mid-Year 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 will 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	Storage, memory 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 will 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 the CAT Grade 12 Examination Guidelines of 2017 (and which has been included in the Second Edition Textbooks):

- *Word:* Legacy controls must be used to answer questions on 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 (1st and 2nd Editions) 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 connections and services	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 the CAT Grade 12 Examination Guidelines of 2017 (and which has been included in the Second Edition Textbooks):

- *Word:* Index
- *Excel*: functions such as DATE, TIME, HLOOKUP, SUBTOTAL, SUMIFS and COUNTIFS
- New theory terminology such as NFC, click-jacking, etc. (Consult the Examination Guidelines for a complete list.)