

Step 1: Create a folder structure

- ✓ Create a main folder for your PAT
Suggestion: call it **IT PAT G11 <year> <surname> <name>**
- ✓ Create TWO sub folders inside the main folder
Suggestion: call them **IT PAT G11 <year> PHASE 1 <surname> <name>**
and **IT PAT G11 <year> PHASE 2 <surname> <name>**

Step 2: Create a **Backup** folder (NOT in main folder, somewhere else)

- ✓ Every week or after a couple of weeks, make a COPY (don't drag) of the main PAT folder in the **Backup** folder.
- ✓ Rename this according to the date: YYYY-MM-DD
*During the year, your **Backup** folder should contain multiple copies of the PAT, each copy named according to the date.*
- ✓ If something goes wrong with your PAT, you can restore (use) a previous version from the Backup folder based on how far back you want to go.

Step 3: Create a Word document in your Phase 1 folder of your main folder.

Step 4: Following the steps from the following YouTube playlist:

<https://tinyurl.com/MrLongITPATPhase1>

In the Phase 1 document:

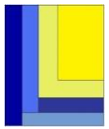
- ✓ Click on Insert -> Cover Page *<select a cover page for your document>*
 - Fill in details on cover page
- ✓ Click on References -> Table of Contents *<select a Built-in option>*
 - ONLY DO THIS if you have converted your headings into Styles (Heading 1, Heading 2, etc)

Contents

Task Definition (Task 1A).....	2
User Story & Acceptance Test (Task 1B)	2
Data Dictionary (Task 2)	2
Arrays / Other data structures	3
Text Files	3
Database Design (Task 3)	4
Graphical User Interface Design (Task 4)	5
Navigation / Flow Diagram (Task 4)	5
IPO (Task 5)	6
Screen 1: Screen name	6
IPO.....	7
Screen 2: Screen name	7

Before you submit your Phase 1

- ✓ Right click on Table of Contents -> Update Field -> Update entire table



- ✓ For each of your headings, select heading and choose one of the options under styles above.

- Use Heading 1 for main headings
- Use Heading 2 for subheadings

- Right click a style -> Modify <if you want to change what the heading format>



Task Definition (Task 1A)

- Topic clearly stated
- Description of problem/task
- Description of possible solution
- Description of scope

User Story & Acceptance Test (Task 1B)

User stories <at least TWO different users>

Example: **As a** learner **I want to** register on a fitness program **so that** I can improve my health and wellbeing.

	User 1: General	User 2: Administrator
Role		
Activity		
Limitations		

Acceptance tests <at least FIVE functions combined for both users>

Example:

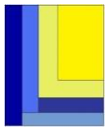
- A learner registered.
- A learner can see their fitness and wellbeing programs progress.
- A learner can improve their fitness.

Data Dictionary (Task 2)

Variables and components

Variable for	Data Type	Name	Local/Global
<example>Username	string	sUsername	Global
Age	integer	iAge	Local

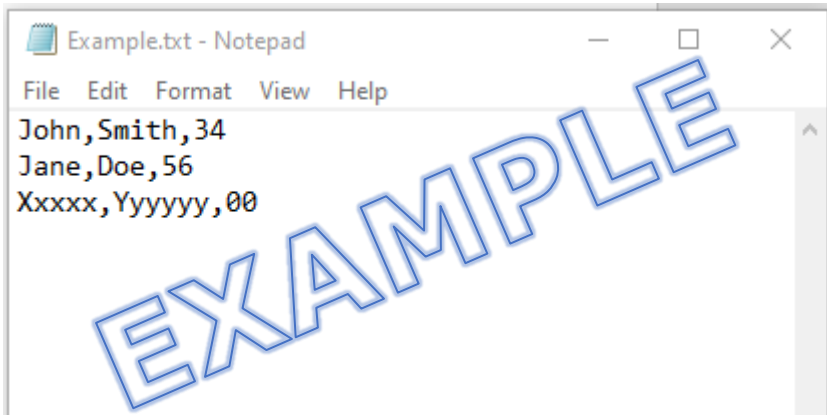
Component Type	Component Name	Function
<example>Combo box	cmbxCategory	To select category of...
Edit box	edtLoginUsername	To enter username when logging on



Text Files

How the text file is going to be used?

Screenshot of text file:



Arrays

How is the array going to be used?

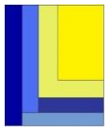
Example of array data: arrXXXX

1	2	3	4	5	...	N
Smith	Doe				...	

User defined methods

Describe your own functions and procedures.

Method Type	Name	Parameters	Role
Function	GetAge	dBirthdate: TDate	Returns age based on date
Procedure	ResetsForm	none	Clears edit controls Clears rich edit, ...



Database Design (Task 3)

Role of the database: How the database is going to be used <mention all transactions>?

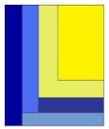
Table Name: tbIXXXXXX

	Field Name	Data Type	Field Size
	field_name	Text/Integer/ Boolean/Currency/ Real	Max_Size
PK	Example: Username	Text	25

First column PK for primary key fields

Table Name: tbIYYYYYYY

	Field Name	Data Type	Field Size



Graphical User Interface Design (Task 4)

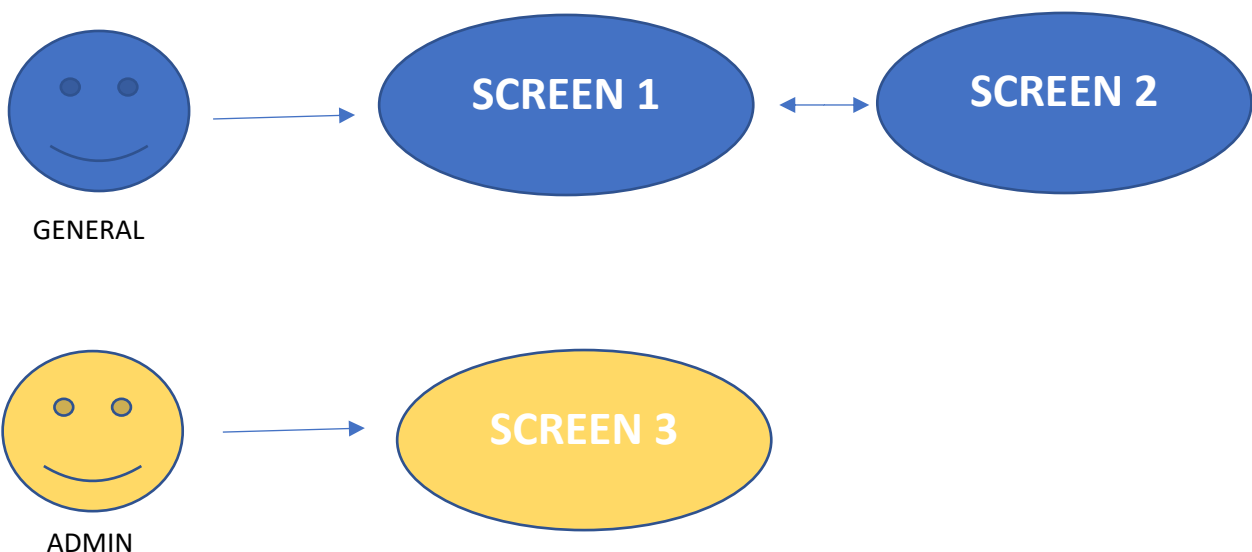
Screen 1: <screen name>

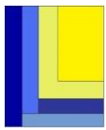
The screenshot shows a Windows form titled 'Form1'. It contains several UI controls: three labels (all labeled 'Label1') on the left, each followed by a control. The first control is a text box containing 'Edit1'. The second is a text box containing 'Edit2'. The third is a numeric spinner box containing '0'. Below these is a memo control labeled 'Memo1'. On the right side, there are four buttons, all labeled 'Button1', arranged vertically. A large 'EXAMPLE' watermark is overlaid diagonally across the form.

Screen 2: <screen name>
<Paste screenshot here>

Screen 3...

Navigation / Flow Diagram (Task 4)





IPO (Task 5)

Screen 1: Screen name

- ✓ Click on screen shot under Graphical User Interface
 - Go to Insert -> Bookmark -> <give screen a name and click add>
- ✓ Highlight the name of screen on left (Under IPO heading)
 - Go to Insert -> Link -> Place in This Document <select relevant Bookmark>

INPUT

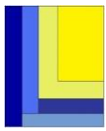
Input	Source	Data Type	Format	GUI Component	Validation
Example: sUsername	Keyboard <i>Other options: text file, database, array</i>	String	General text	edtLogInUsername	<Explain validation process at least FOUR data types validated at least FOUR inputs validated (empty field,etc > Error Message: <Text displayed in error message> (mtError) Message type if using a messageDlg

PROCESSING

What processing needs to be done	How processing will be done
<List <u>AT LEAST EIGHT</u> processes (brief explanation) over 2 (or more) IPO tables>	<Give Pseudo code or example code/algorithm of <u>FOUR</u> out of the <u>EIGHT</u> processes listed>

OUTPUT

Data	Format	GUI Component
<What data is being displayed> Example: Name, Surname, Birthdate	<Format displayed in> Name: <tab> <name field in text> Surname: <tab> <surname field in text> Birthdate: <tab> YYYY/MM/DD	<list component(s) used> memDetails : TMemo



IPO

Screen 2: [Screen name](#)

INPUT

Input	Source	Data Type	Format	GUI Component	Validation

PROCESSING

What processing needs to be done	How processing will be done

OUTPUT

Data	Format	GUI Component

- ✓ Before submitting PAT
 - Go through rubric, mark your Phase 1 yourself
 - Identify if you are missing any marks or sections
 - Complete any missing parts.
- ✓ Put copy of Database in Phase 1 folder
- ✓ Make copy of main PAT folder in **Backup** folder, rename that folder to today's date.