

Y1 Computing N2K – Creating Media – Digital Writing Summer 2

Concepts

Digital Literacy

Recognise common uses of information technology beyond school. Use technology safely, respectfully and responsibly.

Information Technology

Use technology purposefully to create, organise, store, manipulate and retrieve digital content.

Key Skills

- Identify and find keys on a keyboard.
- Open a word processor.
- Recognise keys on a keyboard.
- Enter text into a computer.
- Use backspace to remove text.
- Use letter, number, and space keys.

Enquiry Questions

How do you add text on the computer?

How can you change the font on the computer?

How can you improve your text?



Key Vocabulary

Keyboard – Used for putting information including letters, words and numbers into your computer. You press the individual buttons on the keyboard when you type.

Toolbar – A strip of icons on a computer display providing quick access to certain functions.

Space bar – The long key on a computer keyboard for making a space between words.

Text – The printed work that is shown on the screen.

Font – A set of printed letters, numbers, and other symbols of the same style.

Caps lock - A button on a computer keyboard that causes all letters to be generated in capital letters.

Backspace – The keyboard key that moves one position backwards.