

	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12
<p>Year 2</p> <p>Key vocabulary</p> <p>Cut, copy, paste. Caps Lock, Insert, Image, Save, clipboard, editing, header, highlight</p> <p>Online issues Internet Communication</p>	<p>Activity Online relationships</p> <p>To know Know how to use the internet to communicate with people I don't know well (e.g. email a penpal in another school/ country).</p>	<p>Activity Word-processing - 2Simple/2Publish – English</p> <p>To know Word Processing/Typing Know how to use the space bar only once between words and use touch to navigate to words letter to edit Know how to copy and paste images and text Use caps locks for capital letters. Know how to add images alongside text in a word processed document. Know how to dictate longer passages into a digital device with accurate punctuation.</p>	<p>Activity Word-processing - 2Simple/2Publish – English</p> <p>To know Word Processing/Typing Know how to use the space bar only once between words and use touch to navigate to words letter to edit Know how to copy and paste images and text Use caps locks for capital letters. Know how to add images alongside text in a word processed document. Know how to dictate longer passages into a digital device with accurate punctuation.</p>	<p>Activity Word-processing - 2Simple/2Publish – English</p> <p>To know Word Processing/Typing Know how to use the space bar only once between words and use touch to navigate to words letter to edit Know how to copy and paste images and text Use caps locks for capital letters. Know how to add images alongside text in a word processed document. Know how to dictate longer passages into a digital device with accurate punctuation.</p>	<p>Activity Word-processing - 2Simple/2Publish – English</p> <p>To know Word Processing/Typing Know how to use the space bar only once between words and use touch to navigate to words letter to edit Know how to copy and paste images and text Use caps locks for capital letters. Know how to add images alongside text in a word processed document. Know how to dictate longer passages into a digital device with accurate punctuation.</p>	<p>Activity Word-processing - 2Simple/2Publish – English</p> <p>To know Word Processing/Typing Know how to use the space bar only once between words and use touch to navigate to words letter to edit Know how to copy and paste images and text Use caps locks for capital letters. Know how to add images alongside text in a word processed document. Know how to dictate longer passages into a digital device with accurate punctuation.</p>
<ul style="list-style-type: none"> • Computer Science • Information Technology • Digital Literacy/e-Safety 	Digital Literacy/e-Safety	Information Technology	Information Technology	Information Technology	Information Technology	Information Technology