#### **Word Processing**

Knowledge	Skills
To know how to use and type on a keyboard.	To use two hands to type.
	To use one space between words.
	To keep typing at the end of a line.
	To use the shift key for capitals.
	To use undo and redo.
To know how to type symbols and save files.	To type symbols using the shift key, if necessary.
	To save files in my folder.
To know how to edit text.	To use backspace to remove the character before the
	cursor.
	To delete to remove the character after the cursor.
	To use the arrow keys to move around the text.
To know how to select and format text.	To select a single word.
	To select a section of text using the mouse.
	To select a section of text using the keyboard.
	To use bold, italics and underline.
To know how to format the font.	To change the font.
	To change the font size.
	To change the font colour.

This unit's Online Safety focus develops their understanding of Self-Image and Identity.



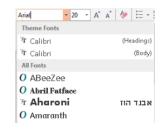






# **Key Words**

Keyboard, key, shift, space bar, undo, redo, select, format, bold, italics, underline, font, size and colour.







How would you change the style, SiZe of colour of the font?



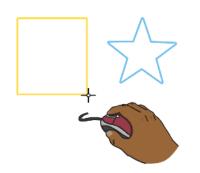
# St. Bernadette's Catholic Primary School Knowledge and Skills

## Year 1 Computing

#### **Paint**

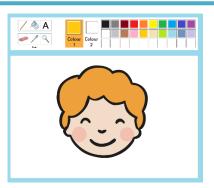
Knowledge	Skills
To know how to paint with different colours.	To select a colour.
	To paint with the selected colour.
	To change to a different colour.
To know how to paint with different brushes.	To select a brush.
·	To paint with the selected brush.
	To change to a different brush.
To know how to create shapes and fill areas.	To use the shape tools to create a shape.
·	To format the colour of a shape.
	To fill an area with a colour.
To know how to make changes to improve my work.	To undo an action.
	To undo several actions.
	To redo an action that has been undone.
To know how to add text to a painting.	To select the text tool.
	To write a word or sentence.
	To format the colour and font of the text.

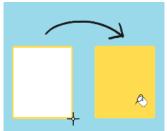
This unit's Online Safety focus develops their understanding of Online Relationships.















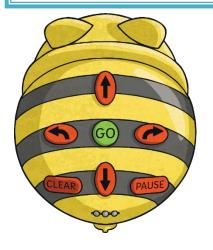
#### **Key Words**

Paint, colour, brush, tool, shape, fill, bucket, undo, redo, text, size, poster, edit, change and select.

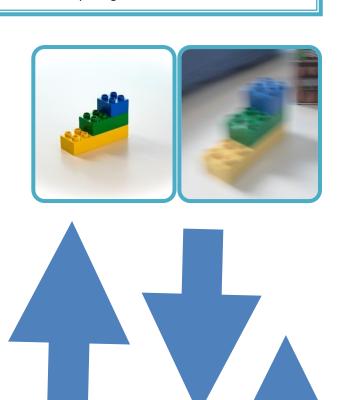
### **Programming Toys**

Knowledge	Skills
To know what an algorithm is.	To create step-by-step instructions using pictures.
To know why it is important to be precise	To write and follow detailed instructions.
when writing an algorithm.	To see how a product changes when changing the instructions.
To know how to write instructions to program	To write step-by-step instructions.
a person like a computer.	To check my work for mistakes (debug).
To know how to program a Bee-Bot to move.	To direct a Bee-Bot to a toy.
	To program a Bee-Bot using the arrow buttons.
To know how to debug a Bee-Bot.	To check my work for mistakes to debug a program.
	To start my programming sequence again if I need to.
To know how to program a sequence to make	To plan and check an algorithm.
a Bee-Bot move.	To evaluate and improve my sequence (debug).

This unit's Online Safety focus develops their understanding of Online Reputation.







# **Key Words**

Algorithm, instruction, detail, debug, program, turn, left, right, clockwise, anticlockwise and sequence.