

Computing basic skills to cover Autumn

	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
National Curriculum objective		To use technology purposefully to create, organise, store, manipulate and retrieve digital content	To use technology purposefully to create, organise, store, manipulate and retrieve digital content	Select, use and combine a variety of software (including internet services) on a range of digital devices to design and create a range of programs, systems and content that accomplish given goals	Select, use and combine a variety of software (including internet services) on a range of digital devices to design and create a range of programs, systems and content that accomplish given goals	Select, use and combine a variety of software (including internet services) on a range of digital devices to design and create a range of programs, systems and content that accomplish given goals	Select, use and combine a variety of software (including internet services) on a range of digital devices to design and create a range of programs, systems and content that accomplish given goals
Skills to cover	Switching new computers on With support log on to Purple Mash Select an activity to do or go on an activity pre-selected by an adult.	Switching new computers on Logging on and keeping login details safe Using a keyboard to enter text Using technology to present ideas Changing fonts	Switching new computers on Logging on and keeping login details safe Using a keyboard to enter text Using technology to present ideas Changing fonts/ size and colour Changing text position on the page Copying and pasting a picture Formatting a picture	Switching new computers on Logging on and keeping login details safe Using technology to present ideas Changing fonts Changing text position on the page Copying and pasting a picture Formatting a picture Opening a pre saved word document	Switching new computers on Logging on and keeping login details safe Using technology to present ideas Changing fonts Changing text position on the page Copying and pasting a picture Formatting a picture Touch typing	Switching new computers on Logging on and keeping login details safe Using technology to present ideas Changing fonts Changing text position on the page Copying and pasting a picture Formatting a picture Touch typing	Switching new computers on Logging on and keeping login details safe Using technology to present ideas Changing fonts Changing text position on the page Copying and pasting a picture Formatting a picture Touch typing
Possible teaching ideas				Save and open files on a device ☑ Use the keyboard on a device to add, delete and space text for others to read. ☑ Use the SHIFT, ENTER, CAPS LOCK, DELETE and BACKSPACE keys accurately.	Save and open files on a device ☑ Use the keyboard on a device to add, delete and space text for others to read. ☑ Use the SHIFT, ENTER, CAPS LOCK, DELETE and BACKSPACE keys accurately.	<ul style="list-style-type: none"> • Create, modify and present documents ☑ Use an appropriate tool to share work. ☑ Give constructive feedback to friends ☑ Explore new media ☑ Explore new media 	<ul style="list-style-type: none"> • Create, modify and present documents ☑ Use an appropriate tool to share work. ☑ Give constructive feedback to friends ☑ Explore new media ☑ Create a hyperlink to a

						☑ Create a hyperlink to a resource on the World Wide Web	resource on the World Wide Web
Additional information		To practise changing fonts, get chn to either change already typed documents or they could type them and change to chosen fonts. Same with text position, you could ask them to change the position of the text on a document using the tools in 'paragraph'	See Y1 plus to copy and paste images you could ask chn to follow certain web links from opening a document previously saved by you and copy from there. Or ask them to google something specific to copy and paste from. Demonstrate right click, format and changing the image so it can be moved.				