



	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Computer Science	<ul style="list-style-type: none"> <li>Begin to debug.</li> <li>Programme a Bee-bot to move.</li> <li>Debug an algorithm for a Beebot.</li> </ul>	<ul style="list-style-type: none"> <li>Create and debug simple programs.</li> <li>Write an algorithm.</li> <li>Use a repeat function.</li> <li>Create an algorithm using the green flag command.</li> <li>Use more than one Sprite.</li> </ul>	<ul style="list-style-type: none"> <li>Write an algorithm to move a Sprite.</li> <li>Use algorithms to control.</li> <li>Use a variable.</li> <li>Use forever loops.</li> <li>Use if statements.</li> <li>Use a keyboard to control.</li> </ul>	<ul style="list-style-type: none"> <li>Begin to debug a script.</li> <li>Write and debug an algorithm.</li> <li>Use sequences and repetition.</li> <li>Use appropriate visual block commands.</li> </ul>	<ul style="list-style-type: none"> <li>Design and programme a character.</li> <li>To design own characters and backdrops.</li> <li>Use a scoring variable.</li> <li>Use variables for effect.</li> <li>Use 'or,' 'not' commands.</li> <li>Change costumes to add effect.</li> </ul>	<ul style="list-style-type: none"> <li>Use a range of commands to program a Microbit.</li> <li>Begin to use JavaScript.</li> </ul>
Word Processing	<p>EYFS* (Know that some devices have touch screen functionality and some do not &amp; Control devices e.g. using buttons, keys, a mouse, a touch pad.)</p> <ul style="list-style-type: none"> <li>Switch on and shut down a computer.</li> <li>Move the cursor and click, using a mouse and trackpad.</li> <li>Open and close a program.</li> <li>Type using a keyboard, locating letters, number keys and some punctuation.</li> <li>Use the space bar between words.</li> <li>Use shift and capital lock button to type capital letters.</li> <li>Create shapes and fill areas.</li> <li>Make changes to improve work.</li> </ul>	<ul style="list-style-type: none"> <li>Save a file.</li> <li>Open a saved file.</li> <li>Use bold, italics and underline.</li> <li>Highlight and edit text.</li> <li>Change font size, colour and type.</li> <li>Copy and paste.</li> <li>Combine text and images.</li> <li>Print a file.</li> </ul>	<ul style="list-style-type: none"> <li>Choose the correct page set up option when creating a document.</li> <li>Align text (left, centre, right, justify).</li> <li>Use bullets and numbering.</li> <li>Use ctrl to cut, copy and paste.</li> <li>Locate letters, numbers and symbols on a keyboard.</li> <li>Insert and format text and pictures including clipart and photos from a variety of sources.</li> <li>Draw and manipulate shapes and lines.</li> <li>Use word art.</li> <li>Minimize and maximise pages.</li> <li>Use spellcheck features to check text.</li> <li>Change the shade of a colour for effect including solid, pattern and gradients fills.</li> </ul>	<ul style="list-style-type: none"> <li>Use 'start' icon to locate and search for programs and files.</li> <li>Change layout and background.</li> <li>Edit and enhance photos for presentations.</li> <li>Reorder slides (Multimedia link*)</li> <li>Add slide themes (Multimedia link*)</li> </ul>	<ul style="list-style-type: none"> <li>Record own sounds and visuals.</li> <li>Edit and play own sounds and visuals.</li> <li>Make choices about page setup.</li> <li>Use Undo and Redo effectively.</li> <li>Insert a hyperlink.</li> <li>Use 'select all' function.</li> <li>Zoom in and out.</li> <li>Use in-program tools to support writing such as spellcheck and thesaurus.</li> </ul>	<ul style="list-style-type: none"> <li>Type at reasonable speed (15 WPM)</li> <li>Create and edit a table.</li> <li>Insert and delete cells in a table.</li> <li>On spreadsheets, use the terms cells, rows and columns.</li> <li>Change row and column size and width.</li> <li>Highlight data and change it into the correct graph type (Productivity link)</li> <li>Fill in title and axis details on a graph (Productivity link).</li> <li>Organise files by creating folders and renaming files.</li> <li>Order and group objects.</li> <li>Use find and replace tools to edit text.</li> <li>Use a wider range of ctrl shortcut keys.</li> </ul>
Multi-Media	<ul style="list-style-type: none"> <li>Use online paint tools.</li> <li>Using a mouse or touch pad precisely.</li> <li>Using the undo &amp; redo functions.</li> <li>Open an image within Paint.</li> </ul>	<ul style="list-style-type: none"> <li>Design a storyboard cartoon.</li> <li>Create a digital story.</li> <li>Record sound.</li> <li>Share a digital story.</li> <li>Use 'copy and paste'.</li> </ul>	<ul style="list-style-type: none"> <li>Insert clipart or photos into PowerPoint.</li> <li>Insert sound into PowerPoint.</li> <li>Add transitions and effects.</li> <li>Create a PowerPoint Presentation.</li> <li>Use spell checking effectively.</li> </ul>	<ul style="list-style-type: none"> <li>Create a storyboard for an E-book.</li> <li>Create an E-book</li> <li>Evaluate an E-book.</li> </ul>	<ul style="list-style-type: none"> <li>Plan an animation.</li> <li>Use a green screen to add effects.</li> <li>Create a short 'stop motion' animation.</li> <li>Evaluate an animation.</li> </ul>	<ul style="list-style-type: none"> <li>Record using a microphone.</li> <li>Compose music.</li> <li>Evaluate music.</li> </ul>



Productivity	<ul style="list-style-type: none"> <li>Use technology to collect information- Photos, videos &amp; sound.</li> <li>Sort information.</li> <li>Input data into a Pictogram.</li> </ul>	<ul style="list-style-type: none"> <li>Use data to create a chart or graph.</li> </ul>	<ul style="list-style-type: none"> <li>Search for answers within a database.</li> <li>Ask questions based on a database.</li> <li>Make a branching database.</li> </ul>	<ul style="list-style-type: none"> <li>Input and organise data into a spreadsheet.</li> </ul>	<ul style="list-style-type: none"> <li>Use the appropriate tools within Excel.</li> <li>Present data in a spreadsheet.</li> <li>Use basic formulas.</li> </ul>	<ul style="list-style-type: none"> <li>Interpret data within Excel.</li> <li>Use formulas effectively.</li> </ul>
Collaboration and communication	<ul style="list-style-type: none"> <li>Sending a class email.</li> <li>Create a password.</li> <li>Type an email address using the '@' symbol and ensuring case sensitivity (Word processing link).</li> </ul>	<ul style="list-style-type: none"> <li>Create a strong password.</li> <li>Send &amp; reply to a message sent by a safe email partner.</li> </ul>	<ul style="list-style-type: none"> <li>Login to the pupil shared network (Teams).</li> <li>Add information or files to the PSN.</li> <li>Send and reply to emails using a subject and add an attachment.</li> </ul>	<ul style="list-style-type: none"> <li>Write a blog (Typing).</li> <li>Use sensitive &amp; appropriate language when emailing, recording videos, chatting and instant messaging.</li> </ul>	<ul style="list-style-type: none"> <li>Conduct a video chat with more than one person.</li> <li>Send an email with numerous attachments.</li> <li>Podcasting with sound and videos.</li> <li>Creating polls, forums and RSS feeds.</li> </ul>	<ul style="list-style-type: none"> <li>Conduct a video chat with other classes.</li> </ul>
Networks and Internet Safety	<ul style="list-style-type: none"> <li>Use a mouse/ touch pad with control.</li> <li>Use the home and back buttons while on the internet.</li> <li>Use links to navigate around a website.</li> <li>Can minimise the screen if required.</li> </ul>	<ul style="list-style-type: none"> <li>Use a link to find different areas on a website.</li> <li>Use the back button to return to the previous page, if needed.</li> <li>Print a webpage.</li> <li>Close window if 'pop-ups' should occur.</li> <li>Contribute to a class discussion forum (typing).</li> <li>Open new tabs to find a new webpage.</li> </ul>	<ul style="list-style-type: none"> <li>Use links to find a specific area on a website.</li> <li>Print a webpage to use a resource.</li> </ul>	<ul style="list-style-type: none"> <li>Conduct searches on a website.</li> <li>Refine that search to get more accurate results.</li> <li>Search for the most suitable website.</li> <li>Copy extracts of text to paste into a document.</li> </ul>	<ul style="list-style-type: none"> <li>Search sensibly for images and videos online avoiding advertising, pop-ups and other distractions.</li> <li>Use a range of sources to check validity and recognise different viewpoints.</li> <li>Critically evaluate information.</li> </ul>	<ul style="list-style-type: none"> <li>Avoid adverts and pop-ups to research effectively.</li> <li>Check for validation using a range of sources.</li> <li>Upload appropriate resources.</li> </ul>