Year 3 - Summer 1 - Computing Knowledge Organiser

What I already know...
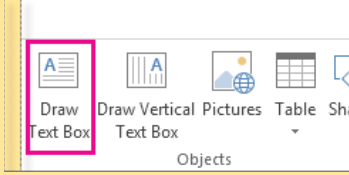
- Typing skills
- Opening and using a range of software
- How to use technology safely and respectfully

Key Vocabulary

desktop publishing	Using computers to create adverts, magazines, newspapers etc
images	pictures in a document
layout	the way things are arranged on the page
content	information contained in a page
font	the style of writing used

What I will learn...

- Know how text and images convey information
- Know that text and layout can be edited
- Know and can choose appropriate page settings
- Can add content to a desktop publishing publication
- Know how different layouts can suit different purposes
  - Know the benefits of desktop publishing

Arial Tahoma
Times New Helvetica
Roman ONYX
Stylus Ravie
Gothic Nyala
Courier broadway
Script CASTELLAR

Draw Text Box   Draw Vertical Text Box   Pictures   Table   Sha

Objects

Computing Skills needed...

National Centre for Computing Education

Making a difference at The Merton

Children will become familiar with the 'text' and 'images' and understand that they can be used to communicate messages. They will use desktop publishing software and make careful choices of font size, colour and type to edit and improve pre-made documents.

Children will be introduced to 'templates', 'orientation', and 'placeholders' and understand how these can support them in making their own template for a magazine front cover. They will add text and images to create their own pieces of work using desktop publishing software.

- To combine text and graphics to share a message
- Record and present information using a range of appropriate media
- Manage layout by choosing a suitable template for a particular purpose, adding/moving/removing placeholders and using the most suitable page setting and orientation.
- Add images: resize images and change the orientation of images
- Add text: using shift to ass capital letters, age-relevant punctuation, return to create paragraphs and backspace to correct typing errors.

The Merton Primary School
To be the best we can be.

Making a difference ● Knowledge & Appreciating the world ● Building character ● Building relationships ● Promoting health and wellness