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Computer Skills

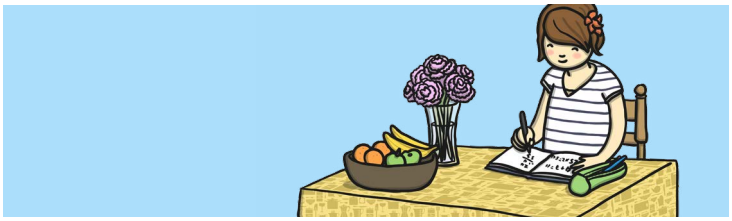
Computing | Year 1 | Unit Overview

Introduction

This unit will teach children the basic computer skills that they will need in order to be able to use a desktop or laptop computer. Children will learn how to use a computer mouse or a trackpad and how to switch on and shut down a computer. They will apply their mouse or trackpad skills by launching applications, manipulating windows and opening and saving files and folders. The children will then practise their clicking skills and learn how to drag objects, either using a mouse or trackpad.

Health & Safety

Children should be encouraged to have good posture and sit up to the computer and to use switches safely.



Home Learning

Computer Skills: Children are encouraged to go through the skills learnt in school at home.

Using the Mouse and Trackpad: Children are encouraged to complete the online activities to enable them to practise using the mouse or trackpad use at home.

Wider Learning

Children should use these basic computer skills whenever they work with a computer.

Assessment Statements

By the end of this unit...

...all children should be able to:

- Click and drag with a mouse or trackpad.
- Switch on and shutdown a computer independently.
- Launch an application by double clicking it.

...most children will be able to:

- Log on and log off on a computer independently.
- Manipulate an application window by moving and resizing it.

...some children will be able to:

- Confidently double click with a mouse or trackpad.
- Save their work in their folder independently.

To look at all the resources in the Computer Skills unit click here.

To find out more about PlanIt download our free guide here.

Lesson Breakdown

1. Using a Mouse or Trackpad

Use technology purposefully to manipulate and retrieve digital content. Children will learn how to move the cursor and click using a trackpad.

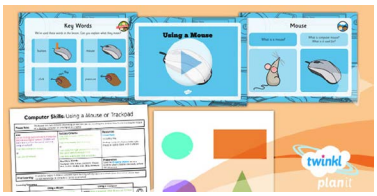
- I can use a computer mouse.

or

- I can use a trackpad.

Resources

- Desktop computers with a mouse or laptops with a trackpad.



2. Switch on and Shutdown

Use technology safely and respectfully. Children will learn to turn on and shutdown computing equipment safely.

- I can switch on and shutdown a computer.

- Desktop computers/laptops
- Sticky notes

3. Applications and Windows

Use technology safely and respectfully. Children will learn to turn on and shut down computing equipment safely.

- I can launch an application and manipulate windows.

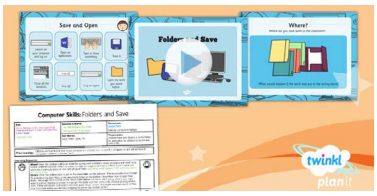
- Desktop computers/laptops

4. Folders and Save

Use technology safely and respectfully. Children will learn to save and open files in their folder.

- I can save a file.

- Desktop computers/laptops



5. Dragging

Use technology purposefully to manipulate and retrieve digital content. Children will learn to drag objects in a file from one location to another.

- I can drag objects.

- Desktop computers with a mouse or laptops with a trackpad.

6. Using Our Computer Skills

Use technology purposefully to manipulate and retrieve digital content. Children will practise computer skills they have learnt in this unit.

- I can identify and practise my computer skills.

- Desktop computers with a mouse or laptops with a trackpad.

To look at all the resources in the Computer Skills unit click here.

National Curriculum Aim Lesson Context Child Friendly