

INTRODUCTION TO DIGITAL TECHNOLOGY

Term 1

1. General Skills

- 1.01 Identify components of digital systems
- 1.02 Distinguish what is software/hardware
- 1.03 Identify/recognise components of the menu bars etc.
- 1.04 Identify and use basic digital technology terminology

2. Graphics & Multimedia

- 2.01 Manipulate graphics: resize, rotate, flip, order, colour
- 2.02 Identify function/s of drawing tools
- 2.03 Recognise and use components of multimedia

3. Word Processing

- 3.01 Create a new document: enter text, delete, save, save as
- 3.02 Use basic edit features such as: cut, copy, paste

4. Spreadsheets & Databases

- 4.01 Recognise structure and purpose
- 4.02 Create a new workbook
- 4.03 Interpret simple spreadsheets and data

6. Programming & Scripting

- 6.01 Introduction To Scratch
- 6.02 Scratch - Animation (Animate Words)
- 6.03 Sphero - Introduction To Sphero
- 6.04 Sphero - Bowling
- 6.05 Scratch - Create a Chase Game

Term 2

1. General Skills

- 1.05 Justify decisions about the purpose of back-up
- 1.06 Recognise the use of apps on mobile devices

2. Graphics & Multimedia

- 2.04 Recognise icons: audio, video
- 2.05 Create simple PowerPoint/ other slideshows

3. Word Processing

- 3.04 Apply basic formatting including: font, font size, font colour, align text
- 3.05 Use dictionary including spell check
- 3.06 Operate print, print preview
- 3.03 Identify features such as: tool bar, menus, icons, cursor

4. Spreadsheets & Databases

- 4.04 Present data in the required format
- 4.05 Conduct a search in a simple database

5. Internet & Email

- 5.01 Send, receive and reply to email
- 5.02 Identify components of a web browser
- 5.03 Use bookmarks/ favourites

INTRODUCTION TO DIGITAL TECHNOLOGY

5.04 Apply simple search terms and conventions
--

5.05 Locate web address

5.06 Recognise hyperlinks

5.07 Make decisions about the implications of digital footprint

6. Programming & Scripting

6.06 Scratch - Create a Story

6.07 Scratch - Create Pong Game

6.08 Recognise sequence in basic block-based coding

6.09 Sphero - Help Sphero Navigate A Maze

6.10 Sphero - Bulls Eye
