



Computing Topic: Online Safety and Spreadsheets

Year: 2 Term: Autumn 2

Key Knowledge/Content Online Safety:

- To know how to refine searches using the Search tool.
- To use digital technology to share work on Purple Mash to communicate and connect with others locally.
- To have some knowledge and understanding about sharing more globally on the Internet.
- To understand how we should talk to others in an online situation.

Spreadsheets:

- To use 2Calculate image, lock, move cell, speak and count tools to make a counting machine.
- To learn how to copy and paste in 2Calculate.
- To use the totalling tools.
- To use a spreadsheet for money calculations

Links to:

Prior learning:

Technology outside school.

Online safety

Future learning:

Online safety.

Spreadsheets.

Key vocabulary with definition: Online Safety

New Vocabulary:

- Attachment -A computer file sent with an email.
- Digital footprint -The information about a person that exists on the Internet as a result of their online activity.
- Email -Messages distributed by electronic means from one computer user to one or more people.

Prior Vocabulary

- Secure -Users online should take steps to help keep their personal and private information secure. Sharing Post or repost (something) on a website.
- Internet -A way to send information from one computer to another anywhere in the world using technology such as phones, satellites and radio links.

Key vocabulary with definition: Spreadsheets

New Vocabulary:

- Block Graph -This is a type of graph that displays data with blocks. These can be made using cells, colours and labels in 2Calculate.
- Copy -This feature copies the contents of highlighted cells without deleting the contents of them into a clipboard.
- Drag -Contents of a cell can be dragged to another cell using the drag tool in 2Calculate.
- Label -A way to identify data in a spreadsheet. For example, a label heading for ice cream flavours children like.

By the end of this unit

All children can: use spreadsheets to enter data into cells allocate a value to an image and manipulate data.

Most children can: use copying cutting and pasting allowing them to solve puzzles when manipulating data and use images present to data in a variety of ways.

Some children can: use software independently entering a wider amount of data into cells and **demonstrate** an understanding of the data and summarising it into simple sentences.

Background understanding for teachers and parents:

In Autumn 2, the children will be learning about the importance of online safety and how spreadsheets can be used to represent data.

Curriculum Driver (one):

Communication

Evidence outcome:

To be able to safely use the Internet and understand that we can communicate online. They also understand the implications of communicating online.