

Computing — Year 2 (Autumn)

Improving Basic Computing Skills and Writing for a Purpose

Key vocabulary to remember and use in your learning

edit	To look for errors or to change something that is already there.
word processor	A program that allows you to create posters and other written texts.
document	What you make using a word processor.
image	A digital (computer) picture.
save	To store a piece of work so that you can use it again.
folder	Where you save a document.
font	What your writing looks like—the style.
highlight	To cover a chosen bit of text so that it can be edited.

Online Safety—Passwords

Passwords help keep our personal information and work private, by only letting the person who has the password access it. Passwords should be easy to remember, but hard for someone else to guess.



Road signs

Road signs in the UK are designed with a particular font, size and background colour for the purpose of making them easier to read when travelling in a car or other vehicle at high speed.

Key knowledge to know and use

- We use computers as a writing tool because they allow you to quickly edit and make changes
- Word processors allow you to modify text by changing the font, size, and colour, and whether it is bold, italics or underlined
- These changes to text are done to have an effect on the audience
- To change text, first it has to be highlighted using the mouse by left clicking and dragging the cursor over the top
- Work that is saved from a previous lesson can be found and changed or finished, before saving it again
- Inserted images can be changed in terms of size and where it is on the page

Keep safe online

If you see something that worries you or upsets you, or you come across something that you know shouldn't be seen in school when you are using the computers, then click on Hector and tell your teacher.

Hector

