

What Prior Knowledge should students have?

- How to search the internet using an appropriate search engine to find images and content on a specific topic.
- Online Safety - Copyright and Ownership: basic understanding of 'ownership' digital information presented online.
- SMART Rule for interacting with technology.

What Skills will students learn (Disciplinary Knowledge)

- The purpose and elements of greetings cards, developing keyboard skills, using software like Microsoft Publisher, and exploring image search and editing.
- That software such as Microsoft Publisher can be used to create and edit cards, searching for and personalising images.
- How greetings card are designed, including having an awareness of image copyright and 'digital etiquette'.

What key knowledge will be taught (Substantive Knowledge)

- Understanding the purpose and elements of a greetings card, including text, imagery, and layout.
- Learning the layout of the keyboard, typing strategies, and using basic keyboard functions like capitalization and punctuation.
- Introduction to software like Microsoft Publisher for layout and editing, including text formatting and image insertion.

Key Vocabulary

Definition

Key Vocabulary	Definition
Keyboard	The set of buttons you press to type letters, numbers, and symbols on a computer.
Computer Program	A tool or game you use on a computer, like a painting program or a typing game.
Software	Programs or apps on a computer or tablet that you can use to do different things, like write, draw, or play games.
Text	The words you write on a card or a computer screen.
Image	A picture or drawing, like a photograph or a cartoon.
Copyright	A rule that says who can use a picture, song, or other creative work, and how they can use it.
Template	A pattern or outline you can use to make something specific, like a card or a picture.

Online Safety

- Opportunities to revisit themes of Copyright and Ownership when creating digital content such as sound effects and voice recordings.
- Chance to revisit reliability of internet sources when searching for information.