



**KS4 Computing - Long term plan**

	Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
<b>Topic</b>	<p><b>FUNCTIONAL SKILLS PREPARATION</b> All students to sit Functional Skills Entry 1, 2 or 3 exam</p>					
<b>Skills developed</b>	<p><b>Students will develop the following skills:</b></p> <ul style="list-style-type: none"> <li>• Recognise and use interface features</li> <li>• Choosing formats, using graphics, drawing tools, bullet points and borders</li> <li>• Labelling diagrams, using spell check and cutting and pasting</li> <li>• Finding and selecting information</li> </ul>					
<b>Unit Award</b>	<p><b>105880 - USING MICROSOFT POWERPOINT TO CREATE A PRESENTATION</b></p>	<p><b>11052 - ICT USING THE INTERNET</b></p>	<p><b>76197 - BASIC CODING AND PROGRAMMING</b></p>	<p><b>111743 - USING ICT PRODUCE A POSTER OR LEAFLET WITH SUPPORT</b></p>	<p><b>105880 - USING MICROSOFT POWERPOINT TO CREATE A PRESENTATION</b></p>	<p><b>Students choose an option and a topic</b></p>
<b>Skills developed</b>	<ul style="list-style-type: none"> <li>• Use of Microsoft Powerpoint</li> <li>• Use styles and designs</li> <li>• Using features such as bullet points and borders</li> <li>• Inserting pictures using copy and paste</li> </ul>	<ul style="list-style-type: none"> <li>• Loading webpages</li> <li>• Describing key features of webpages</li> <li>• Navigating safely online</li> <li>• Understand precautions to use online</li> </ul>	<ul style="list-style-type: none"> <li>• Use programming software such as Espresso</li> <li>• Follow and give instructions</li> <li>• Understand how to program resources such as wands and Beebots</li> <li>• Create algorithms</li> </ul>	<ul style="list-style-type: none"> <li>• Use of Microsoft Publisher or Word</li> <li>• Use styles and designs</li> <li>• Using features such as bullet points and borders</li> <li>• Inserting pictures using copy and paste</li> <li>• Take pictures on a camera in school</li> </ul>	<ul style="list-style-type: none"> <li>• Use of Microsoft Powerpoint</li> <li>• Use styles and designs</li> <li>• Using features such as bullet points and borders</li> <li>• Inserting pictures using copy and paste</li> </ul>	