



Year 1

Programme of study	Learning Intentions
<p>Term 1B Communicating Using Text/ Using a Word Processor</p> <p>In this unit children will develop familiarity with the keyboard – spacebar, backspace, shift, enter, to provide text on screen that is clear and error free. They will also select appropriate images and insert them into Word.</p>	<p>I will know how to use the delete and arrow keys to edit a mistake.</p> <p>I will know how to use the 'shift key' and the 'caps lock' button to enter a capital letter.</p> <p>I will know how to use the spacebar when typing my text.</p> <p>I will know how to use the spacebar when typing my text.</p> <p>I will know how to use the return key when typing my text.</p> <p>I will know how to insert a picture into a Word document.</p>