

#### **National Curriculum Links:**

Understand computer networks including the internet; how they can provide multiple services, such as the world wide web; and the opportunities they offer for communication and collaboration.

### **Essential Prior Learning:**

Be able to log onto a computer, understand basic keyboard and functions, e.g. shift, enter and delete keys. Have mouse control in order to select. Be able to save work, log off and shut down appropriately.

## **Progression in Skill:**

Understand that computer networks transmit information in a digital (binary) form.

Understand that email and video-conferencing are made possible through the internet.

## **Online Safety**

Use digital technology safely and show respect for others when working alone.

Recognise unacceptable behaviour when using digital technology.

Know who to talk to about concerns and inappropriate behaviour in school.

Use email and video-conferencing in class.

# **Long-term Memory Knowledge:**

People can communicate with each other almost instantly via e-mail and computer conferencing.

Email allows people to write messages that can be read whenever the recipient is ready to do so; emails will stay in the recipient's 'inbox' until they are ready.

Video conferencing lets people see each other and talk through the computer; they do not need to travel to meet in real life; they do have to agree a day and time to hold the video-conference: they must both be available at the same time.

| Key Vocabulary        |   |
|-----------------------|---|
| email                 | messages sent by electronic means<br>from one computer user to one or<br>more people via a network      |
| internet              | a global network providing a variety of information and communication facilities                        |
| video<br>conferencing | a live video-based meeting between<br>two or more people in different<br>locations through the internet |
| digital               | electronic systems that store and process data  |
| recipient             | the person who gets something (in this learning, an email)  |

# **Progression in Resources:**

Use of e-mail and the internet to communicate: school computers in the Computing Suite and laptops Outlook Zoom

| Relevance  |   |
|------------|---|
| Now        | Children know that sending an e-mail or video- conferencing is a fast and efficient way of communicating with people; they can use both forms of communication safely.  |
| Future     | Children understand how we can communicate with family, friends or colleagues nationally and globally. They use email and video-conferencing as an effective way of staying in touch with friends and family as well as for work purposes. Children do not use these forms of communication as a substitute for real life interactions. |
| Aspiration | Children consider careers working with technology to develop even more efficient ways of communicating with others; they work to improve online security so that people can use technology with less worry about staying safe.  |