Stage 2 ICT Programme

Integrating ICT capability [(NESA)](https://educationstandards.nsw.edu.au/wps/portal/nesa/k-10/understanding-the-curriculum/programming/integrating-ict-capability) and [English Syllabus](https://curriculum.nsw.edu.au/syllabuses/english-k-10-2022?tab=content)

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| **HARDWARE AND SOFTWARE** | | | | | |
| **ICT**  **Learning Area** | **Year 3** | **Year 4** |  |  |
|  | **Typically, by the end of Year 3 students will be able to:** | **Typically, by the end of Year 4 students will be able to:** |  |  |
|  |  |  | **ACTIVITY** | **ASSESSMENT** |
| **Computer Skills** | Turn computer and monitor on and off.  Log on with personal ID. Sign out at end of lesson.  Identify computer parts (keyboard, monitor, headphone jack, microphone jack…) EN2-VOCAB-01  Recognise and open applications from the Start Menu EN2-VOCAB-01  Find and open documents: My Documents and Class Folder. EN2-RECOM-01  Find and open documents: Collaboration. EN2-RECOM-01  Save work in the correct folder. | Turn computer and monitor on and off.  Log on with personal ID. Sign out at end of lesson.  Identify computer parts (keyboard, monitor, headphone jack, microphone jack…) EN2-VOCAB-01  Recognise and open applications from the Start Menu. EN1-RECOM-01  Find and open documents: My Documents and Class Folder. EN2-RECOM-01  Find and open documents: Collaboration. EN2-RECOM-01  Save work in the correct folder. | Every week student will login, sign out, open applications. From lesson 2 find and open word processing docs, save docs to class folder.  These skills are used from lesson 4 to the end of term 1. | observation |
| **Basic Keyboard Skills** | Use CTRL + S (save), CTRL + C (copy), CTRL + V (paste), CTRL + P (print), CTRL + F (find), CTRL + Z (undo), CTRL + Y (redo) and CTRL + ALT+ DEL (logon / sign off / shutdown). EN2-VOCAB-01  Type sentences with correct punctuation. EN2-CWT-01, EN2-CWT-02,  EN2-CWT-03 | Use CTRL + S (save), CTRL + C (copy), CTRL + V (paste), CTRL + P (print), CTRL + F (find), CTRL + Z (undo), CTRL + Y (redo) and CTRL + ALT+ DEL (logon / sign off / shutdown). EN2-VOCAB-01  Type sentences with correct punctuation. EN2-CWT-01, EN2-CWT-02,  EN2-CWT-03 | These skills are used from lesson 4 to the end of term 1. | observation |
| **INTERNET** | | | | | |
| **ICT**  **Learning Area** | **Year 3** | **Year 4** |  |  |
|  | **Typically, by the end of Year 3 students will be able to:** | **Typically, by the end of this Year 4 students will be able to:** |  |  |
|  |  |  | **ACTIVITY** | **ASSESSMENT** |
| **Navigation** | Create a shortcut on the task bar to a website.  Type in a website URL. EN2-VOCAB-01  Recognise and open a hyperlink. | Create a shortcut on the task bar to a website.  Type in a website URL. EN2-VOCAB-01  Recognise and open a hyperlink. | Create a shortcut to Nuwarra weebly   * Navigate - Caring for books, Read and use information on webpage, download and print worksheets. There are worksheets for year 3 and year 4 should attempt Challenge 2 worksheet.   <https://nuwarra.weebly.com/caring-for-library-books-s2.htm>   * Navigate to - Parts of a book, Read, and use information on webpage, download and print worksheets.   <https://nuwarra.weebly.com/parts-of-a-book-s2.html> | Observation  Mark worksheets  Mark worksheets |

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| **VOCABULARY** | | | | | |
| **ICT**  **Learning Area** | **Year 3** | **Year 4** |  |  |
|  | **Typically, by the end of Year 3 students will be able to:** | **Typically, by the end of this Year 4 students will be able to:** |  |  |
|  |  |  | **ACTIVITY** | **ASSESSMENT** |
|  | Understands and effectively uses Tier 1 computer words, taught Tier 2 technology words and Tier 3 subject/  programme vocabulary to extend and elaborate ideas. EN2-VOCAB-01 | Understands and effectively uses Tier 1 computer words, taught Tier 2 technology words and Tier 3 subject/  programme vocabulary to extend and elaborate ideas. EN2-VOCAB-01 | Actively use vocab | observation |
| **PROGRAMMES** | | | | | |
| **WORD PROCESSING SKILLS (MS WORD)** | | | | | |
| **ICT**  **Learning Area** | **Year 3** | **Year 4** |  |  |
|  | **Typically, by the end of Year 3 students will be able to:** | **Typically, by the end of this Year 4 students will be able to:** |  |  |
|  |  |  | **ACTIVITY** | **ASSESSMENT** |
|  | Apply to all skills below  EN2-CWT-01, EN2-CWT-02,  EN2-CWT-03, EN2-HANDW-02  Type simple paragraph with correct punctuation.  Change size, colour, and font of text.  Align text.  Insert Word Art, graphics, clipart, and photographs.  Resize and move graphics, clipart, and photographs.  Insert shapes. | Apply to all skills below  EN2-CWT-01, EN2-CWT-02,  EN2-CWT-03, EN2-HANDW-02  Type simple paragraph with increasingly more complex sentences and correct punctuation.  Change size, colour, and font of text.  Align text.  Insert Word Art, graphics, clipart, and photographs.  Resize and move graphics, clipart, and photographs.  Demonstrate awareness of Spell Check.  Insert shapes, and text box. EN2-VOCAB-01 | * deleting * inserting * mousing around   <https://nuwarra.weebly.com/word-processing-1-even-year.html>   * shopping list -reading for meaning. * punctuation -My Dad poem * Alphabet challenge – capital letters for names. * Punctuation – exclamation or question   Save all docs in class folder.  <https://nuwarra.weebly.com/word-processing-2.html> | Mark worksheets  Mark worksheets  Mark worksheets  Mark worksheets  Mark worksheets  Mark worksheets  Mark worksheets |