

Glenfield Infant School Knowledge Organiser



Year 1- Summer 1

Computing

Creating Media- Digital Writing



What should I already know?

I know how to select different tools for painting programmes. I have used a laptop in the Autumn term and learned about the arrow, backspace and spacebar keys.

Vocabulary

word processor	A computer program used to write and edit.
keyboard	A tool for a computer with buttons called keys used to type letters, numbers and symbols on the screen.
backspace	A computer key that erases typed text.
bold	Thicker and heavier text
italic	A text style where letters are slanted
underline	A line under text to make it stand out
font	A special design of letters on a computer
undo	A computer command that lets you rub out a mistake
redo	A computer command that lets you bring back an action you undid.

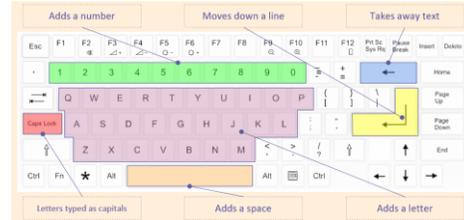
1. Can you write without using paper?



A word processor can be used to write on a computer or a laptop. When you press the buttons on the keyboard they appear on the screen.



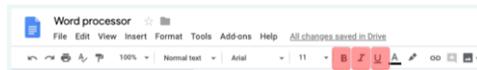
2. Can you add and remove text on a computer?



A keyboard gives the computer instructions. Pressing the letter, number or symbol keys will write them on the screen. The backspace key removes the text.



3. How I change the way the text looks?

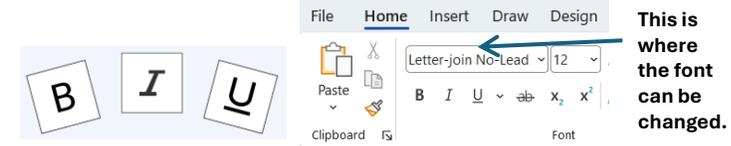


Ted *Ted* Ted

The word processor has special tools to change the way the text looks. Bold makes it look thicker, Italic makes it slope. You can also underline text.



4. Can you decide the best way to change text on a computer?

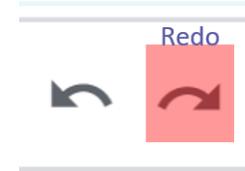


This is where the font can be changed.



Text can be changed to make it stand out. As well as the bold, italic and underline tools, we can change the font to make it look different.

5. Did your chosen tools improve your work?



If you do not like the changes you made, you can use the undo button to turn it back to how it started. The redo button puts the change back on!

6. What is better- writing on a computer or writing on paper?



or



?



We evaluated how easy it is to change or edit our work on a computer and on paper. We made our own decisions on what was best.