

iOffice: Level 2 iSocial

Course Evaluation Criteria

Y4: We would expect all children in Y4 to attain statements 1-6. If any of statements 7-10 are attained, those pupils are exceeding expectations.

1. Pupils can explain how font style and bold changes text
2. Pupils know why you would use strikethrough and highlight on text
3. Pupils know what a target market is
4. Pupils can explain why pitching is important
5. Pupils understand what a focus group is and what it's used for
6. Pupils understand how to edit photos when inserting them into a document
7. Pupils can give examples in which a presentation is more suitable than a document
8. Pupils understand the difference between what makes a good and bad pitch
9. Pupils can give examples of industries where focus groups are essential
10. Pupils can explain the function justify on a word processing document

Course Overview

Course overview: Pupils will be presented with a hypothetical scenario where all social media platforms have been removed from the internet. They will then be tasked with designing and creating their own social media platform to fill the gap in the market. Throughout the half term, pupils will use more advanced functions in word processors to plan their ideas before finally collating them into a Keynote ready to be presented to their peers.

Learning objective for the course: The main purpose of iSocial is to build on the word processing skills learnt within Level 1 to enable pupils to use the program to its full potential. Pupils will learn how to use more advanced functions like Strikethrough and Highlight. More advanced pupils/classes will be taught how to track changes and how this is a useful tool for collaboration. At the end of the course pupils will learn how to present their work, creating a Keynote presentation collating all the work they have done throughout the half term.

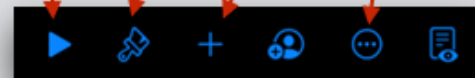
Keynote

Presentation Mode.

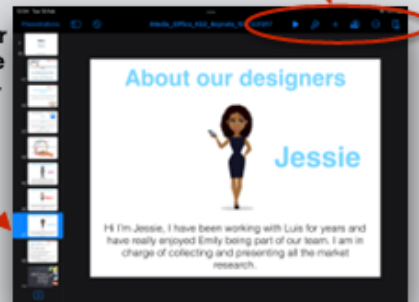
This lets us add text, pictures and more.

The paintbrush edits the main slide.

We can animate the slides here.



The slides in our presentation are here on the left-hand side.



Vocabulary Bank

Word Processing

Using a computer to create and edit .

Highlight

Marking bits of text by giving it a coloured background.

Centre

Putting text in the centre of a document.

Align Right

Putting text against the right side of the document.

Audience

The people giving attention to something.

Presentation

Talking about and giving information on a certain subject.

Edit

Making changes to a document.

Strikethrough

Putting a line through the middle of the text.

Align Left

Putting text against the left side of the document.

Target Market

The type of people you aim to sell your product to.

Pitch

A type of presentation where you are trying to persuade someone.

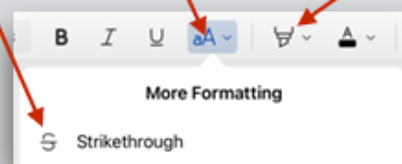
Justify

To prove that something is correct or right.

Microsoft Word

If we tap this symbol, we can find Strikethrough.

Here is the highlighter.



Apps used



Microsoft Word



Logo Foundry



Keynote