Meden School Curriculum Planning							
Subject	Computing	**Year Group**	7	**Sequence No.**	MTP 2	**Topic**	Effective Use of Computers

Retrieval	Core Knowledge	Student Thinking
What do teachers need **to retrieve** from students before they start teaching **new content**?	What **specific ambitious knowledge** do teachers need teach students in this sequence of learning?	What real life examples can be applied to this sequence of learning to **development of our students thinking, encouraging them to see the inequalities around them** and 'do something about them!'
Review of KS2 Computing & Digital Literacy curriculum. Students should be able to do the following by the end of KS2: - select, use, and combine a variety of software (including internet services) on a range of digital devices to design and create a range of programs, systems and content that accomplish given goals, including collecting, analysing,	**Ambitious knowledge** This is a theoretical unit covering the necessary knowledge to use computers safely, effectively and responsibly. Pupils learn knowledge about **file management and security.** The unit then moves on to **e-safety (cyber-bullying, phishing etc.)**, and **online profiles** to give pupils a better understanding and awareness of using **social media.** The **functionality and operation of email and search engines** and how to use them effectively are covered, and a final lesson includes a multiple-choice test on the contents of the unit and basic computer use. This might form part of a baseline assessment for new pupils if taught early in year 7. **New Attainment Targets** • understand a range of ways to use technology safely, respectfully, responsibly and securely, including protecting their online identity and privacy; recognise inappropriate content, contact and conduct and know how to report concerns	**Links to PD curriculum** **Which groups in society are vulnerable when online?** • Young people • People with additional learning needs • Elderly people • People who are not digitally literate **What can we do to keep ourselves and others safe online?** • Be digitally literate • Offer advice and support to elderly relatives • Keep up to date with the latest technology

evaluating, and presenting data and information

- use technology safely, respectfully, and responsibly; recognise acceptable/unacceptable behaviour; identify a range of ways to report concerns about content and contact.

All pupils will have a basic knowledge of using a computer, creating and managing files. They may already have email accounts and be able to send and receive emails, and will have used a search engine such as Google.

Ambitious knowledge application

At the end of this unit all pupils should understand the knowledge of and be able to:

- use basic file management techniques to create folders, save, copy, move, rename and delete files and folders and make backup copies of files
- recognise extensions for common file types such as .doc or .docx, .ppt, .jpg etc
- keep their files in well organised and appropriately named folders
- explain what constitutes a "strong" password for an online account
- describe a code of conduct
- list some of the dangers and drawbacks of social networking sites
- list some possible responses to cyberbullying
- send and reply to emails, send attachments
- use a search engine to find information
- describe guidelines for keeping their identity secure on the Internet
- describe what is meant by identity theft and how to minimize the risks of this
- identify a probable phishing email and deal with it appropriately
- describe how to minimize the danger of having their computer infected by a virus
- resize images before attaching to emails
- explain the advantages and disadvantages of email as a method of communication
- manage a Contacts list efficiently for email

- Change passwords regular
- Never give out personal details to people we do not know

Internet safety: how can I keep safe online?
- Protect passwords and change regularly
- Never give out personal details to people you do not know
- Never meet anyone you do not know in person

How can I spot warning signs and red flags?
-

Examples of grooming?
How do I report things online?

Case study analysis: Breck Bednar
https://www.theguardian.com/uk-news/2015/jan/12/lewis-daynes-stabbed-breck-bednar-essex-sentenced-chelmsford-crown-court

Kayleigh Haywood

	- use an email signature - use the advanced features of a search engine - describe why the information they find may not be accurate **Tier 3 Vocab includes:** **File extension:** a string of characters attached to a filename, usually preceded by a full stop and indicating the format of the file. **Camel caps:** the practice of writing compound words or phrases so that each next word or abbreviation begins **Folder:** the virtual location for applications, documents, data or other sub-folders. **Subfolder:** an organisational folder on a computer that is located within another folder **Root folder/director:** the top-level directory of a file system. It contains your store's source code and all other files. **Recycle bin:** acts a 'holding bay' for deleted items, such as files and folders **Backup:** the process of creating a copy of the data on your system that you use for recovery in case your original data is lost or corrupted. **Shortcut key combination:** a key or a combination of keys on a computer keyboard that, when pressed at one time, performs a task (such as starting an application) more quickly than by using a mouse or other input device. **Backup**: the process of creating a copy of the data on your system that you use for recovery in case your original data is lost or corrupted. **Zip:** is a lossless-compression binary file format	https://www.bbc.co.uk/news/uk-england-leicestershire-36606210 Students study well-known case studies and explore the warning signs of grooming and what they can do to safeguard themselves.

	Social networking: an online community of individuals who exchange messages, share information, and, in some cases, cooperate on joint activities

Cyberbullying: use of phones, instant messaging, e-mail, chat rooms or social networking sites such as Facebook and Twitter to harass, threaten or intimidate someone.

Online profile: information about personal characteristics, behaviours, affiliations, connections and interactions.

Privacy settings: the part of a social networking website, internet browser, piece of software, etc. that allows you to control who sees information about you

Phishing: A technique for attempting to acquire sensitive data, such as bank account numbers, through a fraudulent solicitation in email or on a web site, in which the perpetrator masquerades as a legitimate business or reputable person.

Hacking: activities that seek to compromise digital devices, such as computers, smartphones, tablets, and even entire networks.

Biometrics: the measurement and statistical analysis of people's unique physical and behavioural characteristics

Encryption: the method by which information is converted into secret code that hides the information's true meaning.

Virus: a type of malware that attaches to another program (like a document), which can replicate and spread after a person first runs it on their system.

Email provider: software used to run email marketing campaigns at scale

Salutation: a welcome or greeting message | |

	Email signature: a block of text that is automatically inserted at the end of outgoing email messages.	
	Carbon Copy (CC): whose address appears after the Cc: header would receive a copy of the message.	
	Blind Carbon copy (BCC): the Email address of the recipients specified in this field do not appear in the received message header and the recipients in the To or Cc fields will not know that a copy sent to these address.	
	Attachment: files embedded within online communication channels such as emails, instant messages, or social networks.	
	Search engine: a software program that helps people find the information they are looking for online using keywords or phrases.	
	Server: a computer program or device that provides a service to another computer program and its user, also known as the client.	