

## IT Key Knowledge Progression

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Word Processing & Functional Skills	<p>Know that text and images should communicate information clearly.</p> <p>Know that images and text can be inserted into a digital device.</p> <p>Know that changing the font, size and colour of text can make it easier to read.</p> <p>Know how to use</p>	<p>Know that text should stand out.</p> <p>Know that digital books can be easily edited.</p> <p>Know how to make text and images stand out.</p> <p>Know how to add and alter text using a digital book creator.</p> <p>Know how to add and edit text and images.</p>	<p>Know that it is important to edit fonts to suit the audience and purpose of a document.</p> <p>Know how to enter text into a word processing document and change the font.</p> <p>Know how to navigate to a given website.</p> <p>Know how to copy and paste text and images.</p>	<p>Know that it is necessary to change the formatting of text to suit the document.</p> <p>Know that text boxes can be used to alter the layout of a document.</p> <p>Know how to enter text and images into a word processing document.</p> <p>Know that tables can be used to</p>	<p>Know that hyperlinks can be used as shortcuts to move between slides.</p> <p>Know that effective formatting can improve a presentation.</p> <p>Know how to create a new presentation with text and images.</p> <p>Know how to use formatting options.</p>	<p>Know that the internet relies on sending complex messages between computers.</p> <p>Know that packets of information are sent between routers using the shortest route.</p> <p>Know that the internet can be used for collaborative working.</p> <p>Know how to</p>

	<p>a digital device to take a photograph.</p> <p>Know how to use the shift, spacebar and delete keys.</p>	<p>Know how to add and edit layouts .</p>		<p>organise information.</p> <p>Know how to use numbered and bullet pointed lists.</p>	<p>Know how to add hyperlinks to a presentation.</p>	<p>access shared files stored online.</p>
<b>Creating media</b>	<p>Know that adding audio to an image can make it more interesting.</p> <p>Know that voices can be recorded and played back using a digital device.</p> <p>Know how to animate a picture.</p>	<p>Know that different devices can be used to take photographs.</p> <p>Know that photos can be taken in both landscape and portrait format.</p> <p>Know that digital images can be changed.</p>	<p>Know that good designs need careful choices for fonts, colours and layouts.</p> <p>Know that there are differences between print and video presentations.</p> <p>Know how to use graphic design features to create</p>	<p>Know that onion skinning can be used to help create a stop motion animation.</p> <p>Know that editing can affect the effectiveness of an animation.</p> <p>Know that storyboards can be used to plan</p>	<p>Know that filming techniques are used to create effects.</p> <p>Know that a range of visual effects give different outcomes.</p> <p>Know how to record a video.</p>	<p>Know that websites have different purposes.</p> <p>Know that interactive features can improve a website.</p> <p>Know how to identify features of website layouts.</p>

	<p>Know how to play back an animation.</p> <p>Know how to record the movements made on a screen and play them back.</p>	<p>Know that different photos will look better in portrait or landscape format.</p> <p>Know how to use a tool to achieve a desired effect.</p>	<p>a poster.</p> <p>Know how to use a range of video, presentation and audio tools.</p>	<p>animations.</p> <p>Know how to film a stop motion animation.</p> <p>Know how to edit and improve an animation.</p> <p>Know how to add effects to a project</p>	<p>Know how to create a series of scenes and videos.</p> <p>Know how to make use of a range of visual effects and filming techniques.</p> <p>Know how to create and add text, video, sound and other effects to a video presentation.</p>	<p>Know how to layout a website to make it visually appealing.</p> <p>Know how to add text, images and layout features to a website.</p>
<p><b>Data and Information</b></p>	<p>Know that objects can be sorted into different groups.</p> <p>Know that pictograms can</p>	<p>Know that data can be presented in different ways.</p> <p>Know how to record data in a tally chart.</p>	<p>Know that it is helpful to group items evenly using common features.</p> <p>Know how to</p>	<p>Know that tables can be used to organise data.</p> <p>Know that data loggers use sensors to collect</p>	<p>Know that information can be recorded as data.</p> <p>Know that a database can</p>	<p>Know that spreadsheets can be used to perform calculations.</p> <p>Know that</p>

	<p>be used to answer questions about data.</p> <p>Know that data in digital pictograms can be changed easily.</p> <p>Know how to label objects.</p> <p>Know how to explain how objects have been grouped.</p> <p>Know how to create a digital pictogram.</p>	<p>Know how to collect and organise data.</p> <p>Know how to use a computer to create a bar chart.</p>	<p>create closed questions.</p> <p>Know how to create and use an online branching database.</p>	<p>data.</p> <p>Know how to identify data attributes and values.</p> <p>Know how to use a stopwatch to collect data.</p> <p>Know how to use a range of data loggers to gather data.</p> <p>Know how to work with various forms of input.</p> <p>Know how to use a computer to view data in different ways.</p>	<p>contain records cards, fields and attributes.</p> <p>Know that a database can be sorted using filters.</p> <p>Know how to use common operands to filter data.</p> <p>Know how to query a database using keywords and filters, for example using 'greater than', 'equal to' and 'contains'.</p> <p>Know how to organise data by designing fields</p>	<p>spreadsheets can be used to create charts.</p> <p>Know how to organise and present data in a spreadsheet.</p> <p>Know how to write a formula to answer a question.</p>
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				Know how to interpret data that has been collected using a data logger.	and entering records in a database, checking for accuracy.	
<b>Computers and Networks</b>	<p>Know that technology can help us.</p> <p>Know and can name examples of technology.</p> <p>Know that a keyboard is used for typing letters and numbers.</p> <p>Know how to type my name using a tablet keyboard.</p> <p>Know how to tap a screen on an</p>	<p>Know that digital technology is used in school to make tasks easier.</p> <p>Know that different people in school use technology for different purposes.</p> <p>Know that digital technology is used widely in our world to make tasks easier and safer.</p>	<p>Know how school networks work.</p> <p>Know that URLs and domain suffixes can tell users about a web page or site.</p> <p>Know and can name some input and output devices.</p> <p>Know what the internet is.</p> <p>Know how to use a search engine to access a</p>	<p>Know that photo editing can be used to alter images.</p> <p>Know that some things can and cannot be shared on the World Wide Web.</p> <p>Know how to access the World Wide Web.</p> <p>Know that images and content on the internet have owners.</p>	<p>Know what a Boolean search is and why they are useful.</p> <p>Know how to identify the purpose, content and design of a website.</p> <p>Know how to identify factors which can affect a website's ranking.</p> <p>Know how to use advanced search operators.</p>	<p>Know that it is important to check a website for credibility and reasonableness.</p> <p>Know that users can compare websites and identify hoaxes.</p> <p>Know that media can be copyrighted and not used without permission.</p> <p>Know how to evaluate a website.</p>

	<p>iPad to make something happen.</p>	<p>Know that barcodes and QR codes can communicate information very quickly.</p> <p>Know how to use a QR code.</p>	<p>website.</p> <p>Know how to begin to refine searches.</p>	<p>Know that owners need to be credited and give permission for their photos to be used.</p> <p>Know how to identify features of photo editing.</p> <p>Know how to use editing techniques to improve the composition of photos.</p> <p>Know how to use editing techniques to create a series of images.</p> <p>Know how to</p>		<p>Know how to identify false or misleading information.</p> <p>Know how to search for appropriate images to use.</p>
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				explain the techniques chosen and why they have been used.		
<b>Modelling, Music and Media</b>	<p>Know that sounds can be recorded.</p> <p>Know that sounds can be arranged to create tracks.</p> <p>Know how to make a rhythmic pattern using a music app.</p> <p>Know how to record and save sounds.</p> <p>Know how to use recorded sounds</p>	<p>Know that paint tools can be used to draw a digital picture.</p> <p>Know that it is possible to change digital colours and brush sizes.</p> <p>Know how to make marks on a screen.</p> <p>Know how to explain which tools have been used.</p>	<p>Know that storyboards can be used to plan films.</p> <p>Know how to record a film clip.</p> <p>Know how to edit a video using appropriate software.</p> <p>Know how to choose an appropriate soundtrack to convey emotion in a film.</p>	<p>Know that vector graphics can be used to create designs.</p> <p>Know that layering can be used to create depth in a design.</p> <p>Know that grouping can be used to support designs.</p> <p>Know how to draw and fill basic shapes on screen.</p>	<p>Know that loops can be edited and layered to create different effects.</p> <p>Know how to record a voice and edit it.</p> <p>Know how to layer sounds and music to enhance a voice recording.</p> <p>Know how to download a podcast as an MP3 or AAC (Advanced Audio</p>	<p>Know that objects can be manipulated by resizing, moving and rotating them.</p> <p>Know that there are some benefits to using 3D computer designs.</p> <p>Know how to create objects on screen as part of a 3D model.</p> <p>Know how to use grouping as part</p>

	in a music editing app.	Know how to use the shape and line tools.  Know how to use the fill tool.  Know how to create a picture in the style of an artist.		Know how to draw and layer objects to form an image.  Know how to copy and paste a design.	Coding) file.	of a 3D model.  Know how to create a 3D design with a purpose.
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