NAME _____

ICT			
COMPUTER			1C
Basic Skills	**Word Processing**	**Design and Analysis**	**Internet**
• Select programme using the icon with help ……. • Identify the space bar, shift and return keys on a keyboard …… • Identify scroll bars …… • Using drag and drop within a programme …… • Choose and remember own personal password ……	Recognises and uses the correct icon to open a document……. • Identify initial letters of words, *e.g. first keys* …… • Writes whole name with prompts for capital letters ……. • Writes a list of words/ symbols with prompts to start a new line …… • Creates simple sentences within programmes, *e.g. clicker* ……	• Within a graphics programme insert a picture or clips art with help …… • Recognise different icons within the programme …… • Use stamps to create pictures …… • Create a picture on a given theme using a variety of tools, *e.g. an underwater theme* with help …… • Create a chart/graph as part of a group contributing their own preferences …… • Retrieves very simple information with help …… • Using 1 programme related to imaginary situations can negotiate their way around the software with prompts ……	• Know that the internet can be used to collect information…… • Explore websites to collect information with help…… • Recognise home page Icon …… • Return to the home page with help ……
Level Description - 1C Pupils begin to show that they know information exists in different forms. They use ICT to produce simple text and to record images and sound. They can enter data and create charts/graphs with help. They talk about their use of ICT.			

	Date		Date		Date		Date		Date
20% Achieved		40% Achieved		60% Achieved		80% Achieved		Level Achieved	