

Strands/ Learning Outcomes The children will be able to...	Activities	Resources (Common Network Resources)	Teacher Comments / Assessment Notes
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Collecting and Analysing Strand Database - Information Magic Compilation Primary 4,5,6,7.

Strands/ Learning Outcomes The children will be able to...	Activities	Resources (Common Network Resources)	Teacher Comments / Assessment Notes
<p>COLLECTING AND ANALYSING Database 5-14 B "Use pre-defined databases...Enter data into a database...Produce a simple report" Load and browse a more complex pre-defined datafile, using the terms record, field, fieldnames, navigation arrows</p> <p>Copy and paste graph into DTP or WP program and add text</p> <p>Create a simple class database, with support, using a data collection sheet.</p>	<p>Use simple Information Magic (Green Level) ready-made datafile on topic such as Survey.</p> <p>Browse records, answer simple questions, make simple bar graphs.</p> <p>Copy the graph (Edit menu)and paste into Word or Textease to produce a report.</p> <p>'Create a new file', 'use the simple file setup', then 'Choose a topic'. Select from the list of topics, then choose the fieldnames. Class discussion on the scope of the datafile. Pupils collect data on a data collection sheet, ready to enter at computer.</p>	<p>Survey is a ready-made datafile. Use the 'Load an existing file' option. There are other smaller datafiles available here that could be used for simple browsing, eg Scottish Rivers An overview of Collecting and Analysing, Levels A-E is at: (W) http://www.educationict.org.uk/pdf/coll&analyseabcde.pdf</p> <p>This could be a class exercise on one computer, or pupils can practise creating a datafile (in a suite situation). One datafile is then kept on one machine and is completed by each pupil taking their turn at adding data. A range of ready-made data collection sheets, matching many of the 'Choose a topic' options in Information Magic, are available at (W) http://www.educationict.org.uk/environmental_studies.htm (CTB) and in the Curriculum Topic Bank.</p>	<h1>Primary 4</h1>

Strands/ Learning Outcomes The children will be able to...	Activities	Resources (Common Network Resources)	Teacher Comments / Assessment Notes
<p>COLLECTING AND ANALYSING Database 5-14 C "Define fields...search databases...interpret the output"</p> <p>Continue to browse pre-defined datafiles to extract information and answer questions</p> <p>Use the terms record, field, fieldnames, navigation arrows</p> <p>Extend data-handling skills by sorting, listing and searching</p> <p>Copy and paste graph into DTP or WP program and add text</p> <p>Create a simple class database, with support, using a data collection sheet</p>	<p>Use simple Information Magic (Green Level) ready-made datafiles on topic such as Survey, Birds, Rivers, Minibeasts, Sweens</p> <p>Browse records, answer simple questions, make simple bar graphs and talk about them.</p> <p>Teach pupils to answer queries by sorting, then listing, then searching (simple searches on one field)</p> <p>Copy the graph (Edit menu) and paste into Word or Textease to produce a report</p> <p>'Create a new file', 'use the simple file setup', then 'Choose a topic'. Select from the list of topics, then choose the fieldnames. Class discussion on the scope of the datafile. Pupils collect data on a data collection sheet, ready to enter at computer (This task will reintroduce and reinforce similar activities done in P4)</p>	<p>[CTB] DataWorksheets (and answers) for Survey Level C and Sweens Level C can be found in the Information Magic folder in the Curriculum Topic Bank</p> <p>[CTB] Also a Minibeasts set of worksheets in the Minibeasts folder</p> <p>An overview of Collecting and Analysing, Levels A-E is at: [W] http://www.educationict.org.uk/pdf/coll&analyseabcde.pdf</p> <p>This could be a class exercise on one computer, or pupils can practise creating a datafile (in a suite situation). One datafile is then kept on one machine and is completed by each pupil taking their turn at adding data. A range of ready-made data collection sheets, matching many of the 'Choose a topic' options in Information Magic, are available at [W] http://www.educationict.org.uk/environmental_studies.htm and in the Curriculum Topic Bank</p>	<h1>Primary 5</h1>

Strands/ Learning Outcomes The children will be able to...	Activities	Resources (Common Network Resources)	Teacher Comments / Assessment Notes
<p>COLLECTING AND ANALYSING Database 5-14 C/D "Use the basic structure of a database, different field types...Define fields...Search and sort databases...Produce reports"</p> <p>Continue to browse pre-defined datafiles to extract information and answer questions</p> <p>Use the terms record, field, fieldnames, navigation arrows, sort, search, list, number fields, word fields</p> <p>Suggest suitable queries which can be answered using the datafile</p> <p>Confidently sort, list and search data</p> <p>Copy and paste graphs/charts to WP / DTP programs and interpret the output in a short report</p> <p>Create a simple class database, using a blank datafile with pre-defined fields, if pupils need this reinforcement</p>	<p>Use simple Information Magic (Blue or Red Level) ready-made datafiles on topic such as Survey, Birds, World Rivers, Planets, Minibeasts, Sweets. (Find these files by using the grey Resources tab in the left margin, and then clicking on Class Files)</p> <p>Browse records, answer simple questions, make simple bar graphs and talk about them.</p> <p>Write down short list of queries</p> <p>Pupils answer queries by sorting, then listing, then searching (simple searches on one field)</p> <p>See Graphic Manipulation section above</p> <p>Pupils collect information on their data collection sheet on eg planets, European countries and enter into pre-defined datafile</p> <p>Suitable blank datafiles in Information Magic are: Space1 (simple), Space2 (more complex), EU Countries. (Find these files by using the grey Resources tab in the left margin, and</p>	<p>An overview of Collecting and Analysing, Levels A-E is at: [W] http://www.educationict.org.uk/pdf/coll&analyseabcde.pdf</p> <p>A range of ready-made data collection sheets, matching Space1, Space2 and EU Countries datafiles in Information Magic, are available at [W] http://www.educationict.org.uk/environmental_studies.htm and in the [CTB] Curriculum Topic Bank</p>	<h1>Primary 6</h1>

Strands/ Learning Outcomes The children will be able to...	Activities	Resources (Common Network Resources)	Teacher Comments / Assessment Notes
<p>Become familiar with the 'Advanced File Setup' and the process of defining fields (teacher led)</p>	<p>then clicking on Class Files)</p> <p>Class discussion on the scope of the new datafile. 'Create a new file' then 'use the advanced file setup'. Type in the File Information and then start defining fields in the 'Information Magic File Setup' window. Pupils collect data on a data collection sheet, ready to enter at computer</p> <p>Alternatively, pupils can cover this learning outcome by adding fields to the blank database created above. Edit menu > File Setup > Advanced leads to the 'Information Magic File Setup' window. Discuss the existing types of fields (number, words, keywords) and then define new fields by adding them below</p>	<p>Information Magic booklet from the RM Teachers Toolkit, p21-24</p> <p>This could be a class exercise on one computer, or pupils can practise creating a datafile (in a suite situation). One datafile is then kept on one machine and is completed by each pupil taking their turn at adding data.</p>	
<p>COLLECTING AND ANALYSING Database <i>5-14 D "Use the basic structure of a database, different field types...Define fields...Search and sort databases...Produce reports"</i></p> <p>Use the terms record, field, fieldnames, navigation arrows, sort, search, list, number fields, word fields, narrow search, keywords, units</p> <p>Confidently browse, sort and search pre-defined databases</p>	<p>Use simple Information Magic (Blue or Red Level) ready-made datafiles on topic such as Survey, Birds, World Rivers, Planets, Minibeasts, Sweets. (Find these files by using the grey Resources tab in the left margin, and then clicking on Class Files)</p> <p>Pupils answer queries by sorting, listing and searching (searches on one or more fields)</p>	<p>An overview of Collecting and Analysing, Levels A-E is at: [W] http://www.educationict.org.uk/pdf/coll&analyseabcde.pdf</p> <p>[CTB] DataWorksheets (and answers) for Survey Level D and Sweets Level D (includes narrow search) can be found in the Information Magic folder</p>	<h1>Primary 7</h1>

Strands/ Learning Outcomes The children will be able to...	Activities	Resources (Common Network Resources)	Teacher Comments / Assessment Notes
<p>Search on 2 fields (narrow search) using and/or/not</p> <p>Copy and paste graphs/charts to WP / DTP programs or PowerPoint and interpret the output in a short report/presentation</p> <p>Create a class database, using the 'Advanced File Setup' and defining all the fields</p> <p>Plan, develop and create their own datafiles, using the above skills, to support a topic or interest of their choice</p>	<p>See Graphic Manipulation section above</p> <p>Class discussion on the scope of the new datafile and the types of fields required. 'Create a new file' then 'Use the advanced file setup'. Type in the File Information and then start defining fields in the 'Information Magic File Setup' window.</p> <p>An Ourselves / Health datafile provides opportunities to include both word (hair colour, etc) and number fields (height, reach, handspan, reaction time, etc) with easily obtainable data. Pupils collect data on a data collection sheet, ready to enter at computer</p>	<p>in the Curriculum Topic Bank</p> <p>Information Magic booklet from the RM Teachers Toolkit, p21-24</p> <p>This could be a class exercise on one computer, or pupils can practise creating a datafile (in a suite situation). One datafile is then kept on one machine and is completed by each pupil taking their turn at adding data.</p> <p>Note: Change, add or delete fields by going to Edit menu > File Setup > Advanced</p>	