

## I.C.T. LEARNING OUTCOMES - Level B

In addition to L/Os from previous levels at Level B children should know...

| Learning Outcome  | Strand                          |
|---|---------------------------------|
| Start up / shut down the computer using a username and password                                     | Using the Technology            |
| Use the mouse to 'click and drag'   |                                 |
| Use keyboard shortcuts ie. <i>delete</i> button   |                                 |
| Insert and start up a CD ROM  |                                 |
| Create a new document   |                                 |
| Use a keyboard including:   |                                 |
| • <i>Shift</i>  |                                 |
| • <i>Caps lock</i>  |                                 |
| • <i>Shift</i>  |                                 |
| • <i>Return</i>   |                                 |
| Print using a menu  |                                 |
| Load the printer with paper   |                                 |
| Save and retrieve work independently in a pre-named folder (ie. <i>My Work</i> )                    |                                 |
| Change filenames  |                                 |
| Using Word Processing software create a piece of text using extended word processing skills::       | Creating and presenting         |
| • Use <i>Insert/delete</i> buttons and menu   |                                 |
| • Use <i>copy, cut</i> and <i>paste</i>   |                                 |
| • Edit text using <i>font, size, style, colour</i>  |                                 |
| • Print out work  |                                 |
| Using appropriate software (ie RM Colour Magic) create a picture showing confident use of features: |                                 |
| • Alter line width  |                                 |
| • Fill shapes using colour and pattern  |                                 |
| • Reposition graphics using ' <i>click and drag</i> '   |                                 |
| Using appropriate software (ie. MS Powerpoint) create a single multimedia page using:               |                                 |
| • Text  |                                 |
| • Graphics  |                                 |
| • Sound   |                                 |
| • Animation   |                                 |
| • Video   |                                 |
| Enter data in a pre-defined database (ie. First Workshop)   | Collecting and Analysing        |
| Browse records in a database  |                                 |
| With support produce a simple report interpreting the results                                       |                                 |
| Use a database for problem solving activities   |                                 |
| Understand the need for accuracy when entering information into a database                          |                                 |
| Using e-mail software: (Outlook Express)  | Communicating and Collaborating |
| • Send and receive a message  |                                 |
| • Use the <i>address book</i>   |                                 |
| Use a telephone correctly   |                                 |
| Use a fax machine to send and receive information   |                                 |

|  |                               |
|--|-------------------------------|
| Understand that many paper based information sources are also available electronically   | Searching and Researching     |
| Select appropriate CD ROMs or software to find specific information  |                               |
| Access information from a CD ROM   |                               |
| Use e-mail links in websites to ask for information  |                               |
| Use website bookmarks set by the teacher   |                               |
| Use a simple keyword search  |                               |
| Check information from one source to another – ie. Book to CD ROM  |                               |
| With assistance use appropriate software (eg. Roamer) to control the movement of a real or virtual object  | Controlling and Modelling     |
| With assistance us a static robot arm  |                               |
| Be able to name parts of the devices used and explain what they do. ie. Batteries, motor, memory card  |                               |
| Use the mouse to:  |                               |
| <ul style="list-style-type: none"> <li>• Position the pointer at a given position on the screen</li> <li>• Use the left mouse button to re-position (drag and drop) a graphic to specific locations on the screen</li> </ul> |                               |
| Move their body by following control directions. ie. ‘Forward 2 paces, stop, turn left...’   |                               |
| Know and give examples of ways in which computers / ICT are used in:   | Developing Informed Attitudes |
| <ul style="list-style-type: none"> <li>• Games</li> </ul>  |                               |
| <ul style="list-style-type: none"> <li>• Typing</li> </ul>   |                               |
| <ul style="list-style-type: none"> <li>• Counting money</li> </ul>   |                               |
| <ul style="list-style-type: none"> <li>• Recording information</li> </ul>  |                               |
| Show a simple understanding of when it is and is not appropriate to use ICT for a given task   |                               |