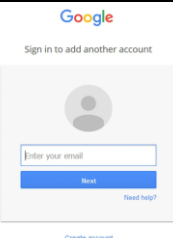
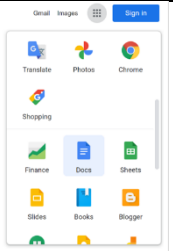
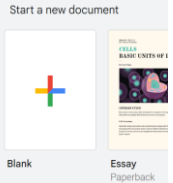







Year 5 Computing: Communicating Text and Images			
Using Google Documents		Crucial Knowledge & Skills	Other Key Vocabulary
<b>Login Page</b>  <a href="http://www.google.com">www.google.com</a> , then click Login in the top right hand corner		<p>The World Wide Web contains websites and web pages</p> <p>Content on the internet is created and owned by individuals</p>	<p><b>World Wide Web</b> – All the websites and pages you can visit using the internet. It's like a giant library you can explore on your computer, tablet, or phone.</p> <p><b>Website</b> – A group of connected pages on the internet that all belong to the same place.</p> <p><b>Internet</b> – A global network that connects computers all around the world so people can share information, talk, and play games together.</p> <p><b>Browser</b> – A special program (like Chrome or Safari) that helps you look at websites and move around the internet easily.</p> <p><b>URL</b> – The web address you type in to go to a specific website, like typing someone's home address to find their house.</p> <p><b>Wiki</b> – A website that lots of people can add to or change, like a giant online book that everyone helps to write.</p> <p><b>Copyright</b> – A rule that says only the person who created something (like a song, story, or picture) has the right to copy or share it.</p> <p><b>Hyperlink</b> – A special bit of text or picture you can click on that takes you to another page or website.</p> <p><b>Digital Footprint</b> – The trail of information you leave behind when you use the internet, like your posts, likes and photos.</p>
<b>Finding Google Docs</b>  Click the 9 dots in the top right hand corner, then click Docs		<p>Copyright is used to protect original work</p> <p>Pages are linked together by navigation paths (hyperlinks)</p> <p>Files can be shared over the internet to allow for collaborative work (for example, on Google Docs)</p>	
<b>Starting a new document</b>  Click the + sign		<p>GoogleDocs is a site for collaborative working.</p>	
 <p>Hover over an icon to be told what it does. Many features are similar to Microsoft Word.</p>		<p>To be able to evaluate the key features of web design: choices of size, colours, images, layout, fonts</p> <p>To recognise and use key components of a webpage layout:</p> <ul style="list-style-type: none"> <li>• Heading</li> <li>• Include background heading image</li> <li>• Include image (including copyright)</li> <li>• Include textbox</li> <li>• Hyperlinks to other relevant information</li> </ul>	
		<b>Key Concepts</b> Creating Media  Design and Development  Computing Systems & Networks  Impact of Technology  Safety and Security 