

Providence English Private School

Digital Literacy (Year 4)

Tools and Content Creation

- 4TC.01 Develop fluency and accuracy when typing in increasing quantity.
- 4TC.02 Know what shortcuts are and be able use shortcuts for cut, copy, paste, save, undo, re-do and help.
- 4TC.03 Use devices to create increasingly sophisticated digital artefacts, including the use of sound, video, text and other multimedia.
- 4TC.04 Understand how to create a folder structure and how to name folders and documents.
- 4TC.05 Insert and complete a table within a text document.
- 4TC.06 Edit, and organise, the layout of a document.
- 4TC.07 Know that web pages have addresses known as URLs, and know how to bookmark these.

Safety and Wellbeing

- 4SW.01 Know how to set secure and memorable passwords and understand why this is necessary.
- 4SW.02 Understand that online content is stored and is hard to remove.
- 4SW.03 Treat others respectfully online and know that they should also be treated with respect.
- 4SW.04 Know that any images, videos, information or opinion shared online can be kept and shared further.
- 4SW.05 Know the benefits and risks of online anonymity.

The Digital World

- 4DW.01 Recognise that online content may provide false information with the intent to deceive.
- 4DW.02 Know that digital communication enables online communities to exist.
- 4DW.03 Understand that online communication has changed the way people interact.
- 4DW.04 Know that software requires specific hardware to operate.