KS3 Short-term planning

Year 7 – Half	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8
Term 1								
Scratch								
What?								
When?								
Why?								
Weeks 1 - 8	Digital Literacy: The	Understand how	Understand	Remember how	Understand	Understand	Remember	Students will
	Essentials	to create a	how to input	to input values	how programs	how computers	how	be able to
		sprite.	values into	into scratch.	make decisions.	may use more	computers	reflect on the
	To understand:		scratch.			than 1 variable.	make	half term's
	 Logging on to 	Understand how		Remember	Remember how		decisions.	learning and
	the school	to create a new	Understand	where our	computers store	Understand		retrieve key
	network –	background.	where our	inputs are	data.	how operators	Remember	knowledge
	changing		inputs are	stored.		work in scratch.	how	and
	password	Understand how	stored.		Remember how		computers	understanding.
	 Setting up 	to move the		Remember how	computers	Remember	may use	
	folders and	sprite.	Understand	to output	make decisions.	how computers	more than	
	saving work		how to output	values onto the		store data.	1 variable.	
	 Formatting a 		values onto the	screen.				
	document		screen.				Remember	
	(Microsoft						how	
	Office and						operators	
	Google Docs)						work in	
	 ClassCharts 						scratch.	
	(accessing work							
	/ upload						Understand	
	homework /						how	
	contact						Flowcharts	
	teachers /						work.	
	access whole							
	class feedback,							

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announcements					
and					
notifications /					
view your					
rewards)					
 Completing 					
online forms					
(Microsoft					
Forms / Google					
Forms)					
Office 365 Login					
and use of the					
software					
How to email					
correctly –					
email etiquette					
(including					
attachments)					
GCSE Pod					
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KS3 Short-term planning

Year 8 – Half	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8
Term 1								
My Digital								
World								
What?								
When?								
Why?								
Weeks 1 - 8	Digital Literacy: The	Learn what to	Understand	Understand	Understand the	Understand	Understand	Students will
	Essentials	look for in	how search	what Copyright	great many	what cyber	the potential	be able to
		websites when	engines work	Law is	dangers that	abuse is	consequences	reflect on the
	To understand:	deciding if they			are online		of leaving a	half term's
	 Logging on to 	are trustworthy	Understand	Understand		Understand	digital	learning and
	the school	or not	some tools to	how to use	Learn how to	what you can	footprint	retrieve key
	network –		"search	other peoples'	stay clear of	do to combat		knowledge
	changing	Practice	smarter" –	ideas/work	these dangers	cyber abuse	Learn how to	and
	password	evaluating a	improve our	without	and an analysis	7,000 0.000	communicate	understanding.
	Setting up	range of	search results	breaking			appropriately	
	folders and	websites for	by reducing	copyright law			online	
	saving work	trustworthiness	search results	0007.18.11.18.11				
	Formatting a	and reliability	and increasing					
	document		their relevance					
	(Microsoft		then relevance					
	Office and							
	Google Docs)							
	ClassCharts							
	(accessing work							
	/ upload							
	homework /							
	contact							
	teachers /							
	access whole							
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no	otifications /			
	ew your			
	wards)			
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	orms / Google			
	orms)			
	fice 365 Login			
	d use of the			
	ftware			
	ow to email			
	rrectly –			
	nail etiquette			
	ncluding			
	tachments)			
• GC	CSE Pod			

KS3 Short-term planning

Year 9 – Half Term 1 Visual identity and digital graphics What? When?	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8
Why? Weeks 1 - 8	Digital Literacy: The Essentials To understand: Logging on to the school network – changing password Setting up folders and saving work Formatting a document (Microsoft Office and Google Docs) ClassCharts (accessing work / upload homework / contact teachers /	Purpose, elements, and design of a visual identity. Students will be able to understand what is meant by visual identity. Students will be to understand that visual identity is used to communicate the nature of brands and business' services or products.	Students will produce relevant planning documents for their digital graphic product. Students will understand the reason for layout conventions.	Students will be able to use a variety of sources to find assets. Students will be able to understand rights and permission of assets and record assets in an asset log.	From their learning students will be able to start using image editing software to create digital graphics. From their learning students will be able to create a visual identity from planning documents.	From their learning students will be able to assess the success of a visual identity. From their learning students will be able to save a visual identity in a suitable format.	Students will be able to explain how they could improve their digital graphic. Students will be able to explain how their digital graphic could be developed further.	Students will be able to reflect on the half term's learning and retrieve key knowledge and understanding.

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	access whole				
	class feedback,				
	announcements				
	and				
	notifications /				
	view your				
	rewards)				
•	Completing				
	online forms				
	(Microsoft				
	Forms / Google				
	Forms)				
	Office 365 Login				
	and use of the				
	software				
	How to email				
	correctly –				
	email etiquette				
	(including				
	attachments)				
	GCSE Pod				
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