

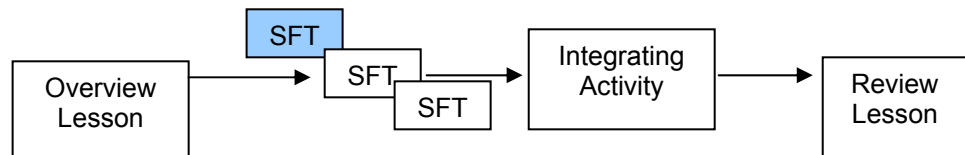
Learning objective: I can.....

Lesson 1 of 4

PoS

Recognise and use the special keys on the keyboards.

QCA Unit: 2a



Resources

2 pieces of text one handwritten and the other typed.

Print out of words from 'Spaces' file, blue tac

Print out of words from 'Enter' file.

Software you could use: Black Cat Write Away or Talking First Word (TFW)

Support files: Me, Label Me

Setting the scene (5 mins)

Share the learning objective with the class.

Compare 2 pieces of text, one handwritten and the other typed. Is one of them easier to read? Who do you think wrote it? Are there any mistakes/corrections?

By referring to the typed piece of text discuss what they can remember from Year 1 on correcting mistakes when working on the computer.

Main Input (5 Mins)

Away from the computer

There are 2 parts to this lesson:

1. Using the printed words of 'Spaces' create one long piece of text with no gaps. Ask the children what is wrong with the text. Why is it difficult to read? Explain that whenever the letters change colour we need to put a space in order to make sense of the piece of writing. Relate this to a strategy they would normally use in their writing e.g. finger space. Call children up one at a time to separate the words.
2. Using the printed words of 'Enter' create one long piece of text with no gaps. Ask the children what we need to do to create a list that goes down the page one underneath the other. Call children up one at a time to separate the words.

At the computer

1. Remind the children how to move around the text using the arrow/cursor keys on the keyboard. Reiterate how these do not make spaces, but just let you get to a different place on the screen. Demonstrate how to put spaces between the words of the 'Spaces' file using the spacebar. Encourage the children to use a short, light but firm tap on the space bar and not to hold it down too long.
2. Demonstrate how to use enter to put each word of the 'Enter' file on a different line. Encourage the children to use a short, light but firm tap on the space bar and not to hold it down too long. Again remind them to use the arrow/cursor keys to move around the screen.

For both activities ask 1 or 2 children to come up and have a go in front of the class.

It is also a good idea at this point to teach the children the 'undo' button if there is one available on the software you are using. An enlarged drawing of this button displayed near your computer will be helpful as a reminder for the children.

Activity – short focused task (5 mins) integrated task (30 mins)

Each child completes both the tasks you have demonstrated.

Review and recall (10 mins)

Bring the class together and review the learning objective.

Key questions to ask and to display:

What key do we use to put gaps between words?

What key do we use to put text on a new line?

Vocabulary:

Cursor/Arrow keys, spacebar, return/enter

Teaching Points:

The children could complete these tasks either one at a time or during the same session. Watch out for children putting in too many spaces or lines!

Assessment Opportunities:

Assessment will be possible through completion of the Integrated Activity later on in this unit.

What comes next:

Adding text to speech bubbles- 'What did you say?'