

## Word processing skills: Year 2

### Key Question: What is Google Slides?

#### **What I should know already:**

- I know how to log on and off the school network.
- I know how to use a keyboard and mouse effectively.
- I know how to save, retrieve and edit my work.
- I know how to format text using different skills – font, bold, italics, underlined.

#### **What I will know by the end of the unit:**

- I know what a Slides presentation is and how it is used.
- I can create my own slides presentation.
- I can use different fonts effectively in my work.
- I can save and retrieve my work independently.
- I can say what a slide is.
- I can reorder my slides.
- I can select a slide that is formatted for what I want to do.

#### **Hardware and software to be used:**

Chromebooks  
Google Slides

#### **Possible experience/outcome:**

- Learn about formatting different slides.
- Create a slide presentation on their own topic they enjoy and can talk about.

#### **Key Vocabulary:** See year 1 list

**Slides** – each slide in a presentation

**Presentation** – a person/people teaching or showing another person/group of people something

**Format** – the way in which something is arranged or set out

**Reorder** – to put the slides into a new order

**Create** – to make their own presentation

#### **Key questions:**

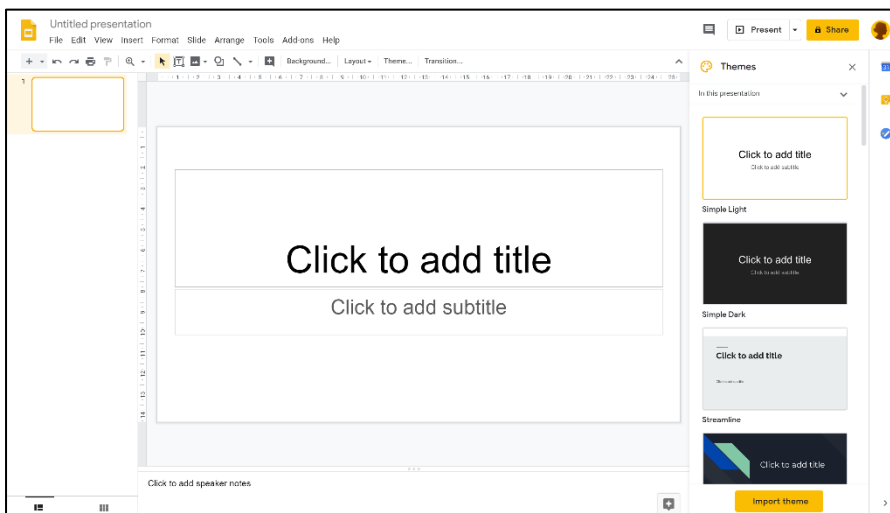
What is a presentation?

What does a presentation look like?

Who uses presentations?



# Google Slides





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### **Possible modification and challenge:**

**Modification** – Pictorial representations of different slides. Key words for their topic written down. A picture of a keyboard showing upper and lower case.

**Challenge** – To be an expert and help other children but not allowed to touch their computers. Include images in their slides. Able to present their slides with confidence and able to transition between slides.

### Useful links:

Google slides introduction for kids-

<https://www.youtube.com/watch?v=lfpnelqnXTE>

<https://www.youtube.com/watch?v=loog1lyDuRE>