



Scheme of Learning	7: S1 - Understanding Computers Introduction to computers				Autumn Term
Learning outcomes	In this unit students will be introduced to the different online systems that are used to access their learning both in school and at home. They will practice key skills that will enable them to access resources quickly in all subjects. They will learn the difference between cloud and local storage and how to move files between them.				
Key Question	How do I access my work at home and at school?				
Knowledge	Key concepts • How to access work online • How to use computers responsibly • How to use MS Teams to communicate with teachers • How to ask questions on the relative subject Team walls • Basic file management both online and on the school computers Key Skills • Building confidence in using a keyboard and mouse • Navigating online services independent of location • File Management • Finding resources quickly outside of lessons • Finding assignments and submitting them • Receiving feedback on Teams		Key terminology • Username • Password • E-mail • Microsoft 365 • MS Teams • SharePoint • Assignments • Tagging • File Management • Channels • Assignments • Submissions, Returning work • Feedback • Cloud, Local storage • Shortcut		
Ongoing Assessment	Progress and understanding is monitored through lessons by the teacher and a series of MS Forms and exercises. Students are expected to self-evaluate their achievements in the lesson using the provided template of key questions. They will then use homework time to secure a weak area that they have identified. Answers are expected to be in the student’s own words and not paraphrased or directly copied from online resources.				



	You will have access the resources used via SharePoint/Teams and will be expected to continue familiarising with the systems each day outside of class. Students are expected to access Computer Science resources via Teams outside of lesson time and this is monitored throughout the year.
Key Assessment	There are two assessment periods for Year 7. These take towards the end of the Autumn term, and towards the beginning of the Summer term. Each assessment will check understanding of the units recently covered as well as their sustained understanding of previous units. The self-evaluation sheets should be used as the basis of what they need to revise. These assessments will have the same number of marks across the year group, though there may be some variety in the questions depending on the progress of the individual class. They are written tests on paper and consist of three sections: Knowledge (facts), Application, Explanation. The reports are based on how each student does in comparison with the rest of the year group in these assessments.
Clear sequencing of content	1. Accessing the system and baseline check 2. What is the acceptable way to use the system? 3. What are the systems they need to know and understand how to use? 4. What is the safe way to use it 5. How to avoid breaking the system Enables students to access resources and learning online efficiently to support their education as they progress up the school.
Links to Careers	Essential for every career!
Diversity and Inclusion	Resources use a range of cultures in the imagery including photos of students.
Additional Support	Self-Assessment RAG sheets act as knowledge organisers with key questions for each lesson Unlisted Youtube videos to take through accessing the system remotely. SharePoint with knowledge PowerPoints Year 8 mentors available one lunchtime a week upon request, or under direction if deemed necessary
Challenge	Touch Typing skills are introduced There are many different Computer Science books in the school library, just ask Mrs Berry!