Word processing skills: Year 6
Key Question: How can I make my presentations even better?

What I should know already:
- I know how to use Slides and Doc to create my own work by creating slides.
- I can use different fonts effectively.
- I can reorder my slides and selected a formatted slide for the correct function.
- I can insert images hyperlinks, audio and video into a slide show.
- I can insert a table for a genuine purpose.
- I can use spell check and short cuts on the keyboard to make working more efficient.
- I can make my presentation non-linear.

What I will know by the end of the unit:
- I can create my own presentation.
- To use different transitions between slides including different animations and non-linear (buttons) – see year 5 knowledge organiser.
- Edit my work after self and peer assessment.
- Understand that some things are copyright and we cannot use them.

Hardware and software to be used:

Chromebooks
Google Slides

Key Vocabulary: See previous year groups for prior vocabulary.

Hyperlinks- Also known as a web link or link, a hyperlink is an icon, graphic or text that when clicked on links to another file/object/webpage.

Audio – sound

Video – recording and broad casting moving images.

Table – a set of facts or figures systematically displayed, especially in columns

Image – a picture or drawing

Short cut – an alternative route that is shorter than the one usually taken

Insert – include something in their writing

**Non-linear** – not sequential or straightforward

Navigate – move around a website, presentation, the internet, etc.

Self-assessment – assessment or evaluation of one's actions or performance.

Peer assessment – assessment or evaluation of someone's actions or performance.

Evaluation – making of a judgement about the value of something.

Copyright – the exclusive and assignable legal right, given to the originator for a fixed number of years, to print, publish, perform, film, or record literary, artistic, or musical material.
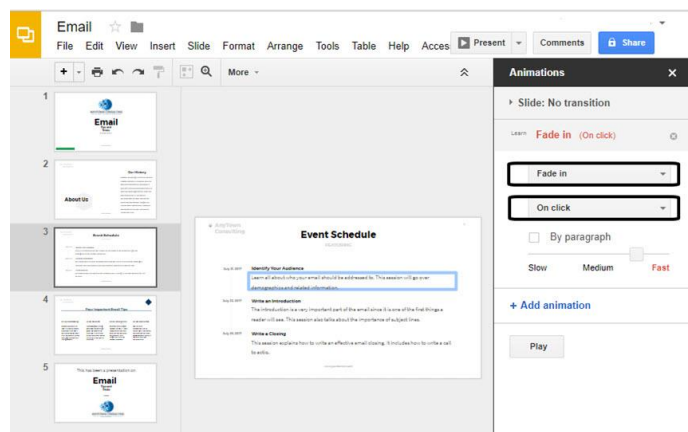
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Possible experience/outcome:

- Plan carefully – have an idea of exactly what you want to include before you begin creating.
- Do your research – presentations are made to be seen by other people, you will therefore want to ensure all you facts are correct and not breaking copyright laws.
- Know your audience – consider your target audience carefully and try to ensure the content is appropriate.
- Children can create their presentation on any topic they have knowledge about, does not have to be foundation subject linked.

Self and peer assessment:

- Self and peer assessment are one of the best tools you can use to help evaluate your presentation.
- It is always worth going back to evaluate the effectiveness of your work, whether that is checking your facts are accurate, ensuring there is not too much information to read or making sure you have used transitions correctly.

Possible modification and challenge:

Modification – recap on past learning to ensure these children know what is expected and how to create it.

Challenge – to be an expert and help other children but not allowed to touch their computers. Able to present their slides with confidence, able to smoothly transition between slides and keeping the audience attention throughout.

Useful links:

YouTube link to demonstrate transitions animations
https://www.youtube.com/watch?v=9uUo7ovSK-0