

### Knowledge

- ❖ To identify the main features of a presentation.
- ❖ To know how to what a text box is
- ❖ To know how to search for and open presentation.
- ❖ To know how to re-order slides.
- ❖ To know that presentations are created with an audience in mind.



### Prior Knowledge

- ❖ How to log into the computers.
- ❖ Know that the search tool can help to find tools.
- ❖ To recount events in a story.

### Key Vocabulary

- ❖ presentation
- ❖ narrative
- ❖ audience
- ❖ purpose
- ❖ information
- ❖ non-fiction
- ❖ edit
- ❖ search
- ❖ open
- ❖ save

### Skills

- ❖ To create a new document.
- ❖ To open, edit and save work.
- ❖ To add text and images to a slide.
- ❖ To make a non-fiction presentation for a set purpose.

### Safeguarding

- ❖ To understand how we should talk to others.
- ❖ To know that a username and password should be kept private.
- ❖ To know who their trusted adults are.
- ❖ To know who can help them stay safe online.