



Year:	3	Skill:	Information Technology
Taught in Units		What will I learn this year?	
3.3 Spreadsheets		- To create pie charts and bar graphs from a spreadsheet data set - To describe a cell location in a spreadsheet	
3.4 Touch Typing		To use two hands to type the letters on a keyboard	
3.6 Branching Databases		- To use yes/no questions to split a database - To create a branching database	
3.7 Simulations		- To evaluate simulations - To decide if they are use for purpose	
3.8 Graphing		- To enter data in a graph - To present the results in a range of graphical formats	
3.9 Presenting		To use the main features of Microsoft Powerpoint (including animations, new slide, timings etc) to create a presentation	

Key Vocabulary		What should I already know?	
slide	A single page within a presentation		To find totals in a spreadsheet
posture	The correct way to sit		To create a block graph, binary tree and a pictogram from data
data	Facts or information		To ask yes/no questions
question	Asking something that needs an answer		To recreate different artists work electronically
database	A collection of data organised in a way to search through it		To recreate a story electronically
simulation	Something electronical that looks like real life		What will I learn next? - To use data in a spreadsheet to create a line graph - To discuss how different fonts can be used to create different effects - To use a search engine to answer questions
graph	A picture to show data		
animation	A visual effect		
audio	A sound		

