

End of Unit Assessment | Computing | Year 4 | Communication and Collaboration

Working Towards the Expected Level	Working At the Expected Level	Working At Greater Depth
<p>Children can recognise different methods of online communication and begin to think about the positives and negatives of communicating online.</p> <p>Children will be able to understand features of email and recognise warning signs of spam emails.</p> <p>Children understand how to send and receive emails.</p> <p>Children will be able to recognise what an attachment is.</p> <p>Children understand what a cloud storage service is and the tools available to collaborate online.</p> <p>Children understand how to open and edit a shared document using online collaborative tools and consider how to be respectful online.</p>	<p>Children are confident in recognising different methods of online communication and can identify the positives and negatives of communicating online.</p> <p>Children can identify and recognise features of email and demonstrate an understanding of spam emails and phishing.</p> <p>Children will be able to send emails using the CC feature.</p> <p>Children will be able to demonstrate their understanding of attachments.</p> <p>Children understand what a cloud storage service is and can explain how the tools available are used to collaborate online, considering the positives and negatives.</p> <p>Children can demonstrate their understanding of opening and editing a shared document using online collaborative tools and suggest how to be respectful online.</p>	<p>Children are confident in identifying different methods of online communication and can explain the positives and negatives of communicating online in detail, giving examples.</p> <p>Children are confident in identifying features of email and explain the warning signs of spam and phishing emails.</p> <p>Children will be able to confidently send emails using the CC and BCC features.</p> <p>Children will be able to confidently demonstrate and explain their understanding of attachments.</p> <p>Children can explain what a cloud storage service is and can confidently demonstrate how the tools available are used to collaborate online, explaining the positives and negatives.</p> <p>Children can demonstrate their understanding of opening and editing a shared document using online collaborative tools with confidence and offer thoughtful explanations for how to be respectful online.</p>
33%	33%	33%
Name	Name	Name

--	--	--

NC Aims Covered in Communication and Collaboration

Understand computer networks including the Internet; how they can provide multiple services, such as the World Wide Web; and the opportunities they offer for communication and collaboration.

Use technology safely, respectfully and responsibly; recognise acceptable/unacceptable behaviour; identify a range of ways to report concerns about content and contact.

Use search technologies effectively, appreciate how results are selected and ranked, and be discerning in evaluating digital content.

Select, use and combine a variety of software (including Internet services) on a range of digital devices to design and create a range of programs, systems and content that accomplish given goals, including collecting, analysing, evaluating and presenting data and information.

Computing | Year 4 | Communication and Collaboration

Lesson 1	Lesson 2	Lesson 3	Lesson 4	Lesson 5	Lesson 6
To explore the different ways we can communicate online.	To understand what email is and how it is used.	To understand how to send and receive emails.	To use the features of email to communicate with others.	To know how to work collaboratively using online software.	To know how to use collaborative tools online to contribute to others' work.
I can identify different forms of online communication.	I can identify the features of email.	I can explain the features of email.	I can reply to an email.	I can collaborate on a document online with others.	I can open and access a shared document.
I can discuss the differences between online and offline communication.	I can understand that emails are used as a method of online communication.	I can use email as a method of online communication.	I can add an attachment and link to an email.	I can consider the positives and negatives of collaborating online.	I can offer suggestions when working collaboratively online.
To understand the positives and negatives of communicating online.	I can explain how to be responsible and safe when using email.	I can demonstrate how to be responsible and safe when using email.	I can demonstrate how to be responsible and safe when replying and adding attachments to an email.	I can demonstrate how to collaborate with others online respectfully and appropriately.	I can identify rules for successful online collaboration.
I can explain the positive and negative aspects of online communication.					



Communication and Collaboration



K

W

L

What I know

What I want to know

What I have learnt

