

KS3 Year 7 Impact of Technology Knowledge Organiser

<https://wilmslowhigh.fireflycloud.net/computing-1/year-7/autumn-half-term-1-impact-of-technology>



Strong password	Should use 3 random words
Hazards	Dangers in the Computing lab which could cause repetitive strain injury, electrical shock, contamination from fluids, trips or slips
Firefly	A virtual learning environment to help you access school work and submit work to tasks. Available outside of school.
OneDrive	Microsoft cloud service which stores and protects files and allows you to share them with others
Office 365	Microsoft Office software based in the cloud (needs internet access)
Email	Electronic email which allows you to send written messages over a network
subject	What the email is about
cc	Carbon copy to, send a copy to
bcc	Blind carbon copy, send a copy to another recipient which the receiver cannot see
Respectful written communication	Should be courteous, addressed properly, with a subject and should also end politely
Audience	The age, gender and characteristics of the person you are delivering a presentation to
Peer	An equal, someone like you
Cyberbullying	Bullying which takes place online
Bullying	Repetitive malicious behaviour that tries to establish dominance over a person or group of people
Bystander	A witness to bullying
Creative commons	Licence that allows free distribution of work

1 Using the computer network

- The school network has an acceptable user policy which you agree to when you use it
- You should choose a secure and memorable password and not share it with others

Use three random words

9fishcloudroad23

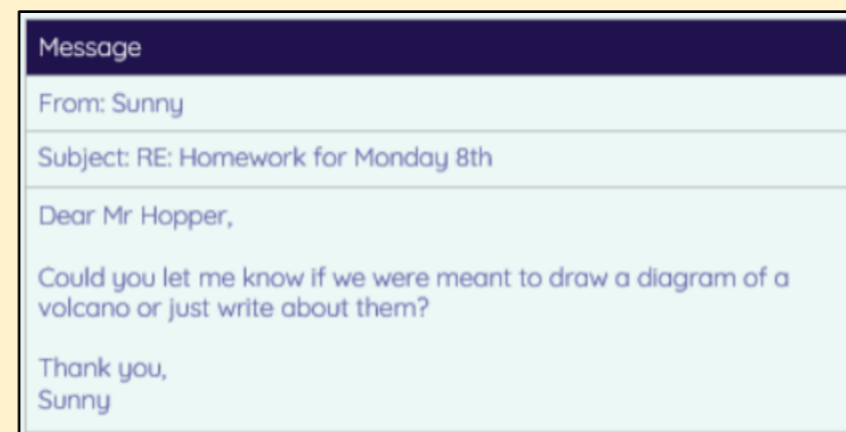
- The password should not reveal any personal details and should be made up of 3 random words



- The classroom should be safe and free from any hazards

2 Email

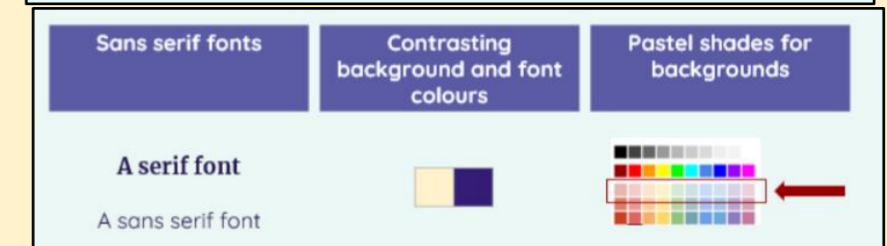
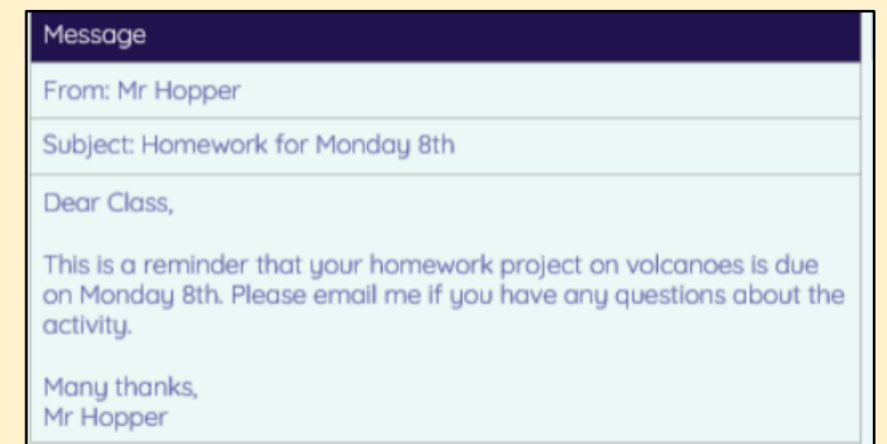
- Emails should be addressed properly and be carefully worded



- They should also end politely
- Copies can be sent to other relevant people using cc
- Always add a subject to make it easier for the recipient to understand the email quickly

3 Presenting to an audience

- Content in presentations should be brief
- Fonts should be easy to read
- Use contrasting colours
- Use pastel shades for backgrounds
- Use appropriate images



4 Assessment

Cyberbullying presentation assessment rubric

Team:	Teacher:	Date:		
Aspect of presentation	Emerging [1]	Meets expectations [2]	Exceeds expectations [3]	Score
Text	• There are long paragraphs and blocks of text that are too small to read	• There are some larger blocks of text on slides, but these are infrequent	• Only text prompts are used • Text is kept to a minimum	
Images	• It is not clear if images are relevant or effective	• Some images are effective • Some images are relevant to the subject	• All images used are effective • All images are relevant to the subject	
Content	• The content used isn't relevant to the subject	• Some of the content used is relevant to the subject	• All content used is relevant to the subject	
Audience	• The images, text, and content are not appropriate for the audience	• Some of the images, text, and content are appropriate for the audience	• All images, text, and content are appropriate for the audience	

These are the areas you will be assessed on

- Use of text
- Use of images
- Relevant content
- Suitability for audience