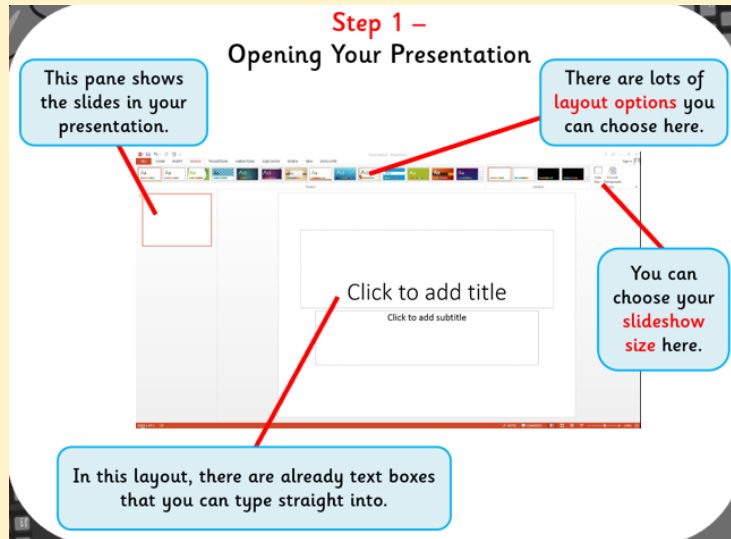


My Year 2 unit on Basic PowerPoint Skills will help me with this unit.

**Key information**



**Vocabulary**

<b>Hyperlink</b>	A link we can insert into a document that when clicked, takes you to another location e.g. a website
<b>Thesaurus</b>	A tool we can use to find synonyms (multiple words with the same meaning)
<b>Fake News</b>	False (not real) information that is broadcast or published intentionally

**Online Safety Focus**

- Know what a **hoax** is
- Know that **fake news** can affect someone’s emotions and behaviour
- Know that we must think carefully before we **share** something **online**
- Know that we can share our **identity online** in different ways
- Know that **online identity** can impact on others, positively and negatively

**Key Computing Skills and Knowledge**

- Know that we can **combine text, images** and **videos** from different **sources** to create a **presentation**
- Know how to **insert** a **hyperlink**
- Know how to improve text using the online **thesaurus tool**
- Know how to change the **layout, background** and **theme** of a **presentation**
- Know how to **edit** and **enhance photographs / images** for the **presentation**
- Know how to **add** and **re-order slides**
- Know how to present a **presentation** in **slideshow mode**