

YEAR 7 Long term planning sheet												
	ICT	English	Mathematics	Science	History	Geography	D&T	Art & Design	Music	MFL	RE/PSE	PE
Autumn												
Spring												
Summer												
When can ICT fit its modules into subjects in the rolling programme?												
<b>1) Finding Things Out</b> <b>Using data and information sources</b> <ul style="list-style-type: none"> <li>Understand that different forms of information – text, graphics, sound, numeric data and symbols – can be combined to create meaning and impact</li> <li>Identify the purpose of an information source (e.g. to present facts or opinions, to advertise, publicise or entertain) and whether it is likely to be biased</li> <li>Identify what information is relevant to a task</li> <li>Understand how someone using an information source could be misled by missing or inaccurate information</li> </ul> <b>Searching and selecting</b> <ul style="list-style-type: none"> <li>Search a variety of sources for information relevant to a task (e.g. using indexes, search techniques, navigational structures and engines)</li> <li>Narrow down a search to achieve more relevant results</li> <li>Assess the value of information from various sources to a particular task</li> <li>Acknowledge sources of information used</li> </ul> <b>Organising and Investigating</b> <ul style="list-style-type: none"> <li>In an investigation: <ul style="list-style-type: none"> <li>design and use an appropriate data handling structure to answer questions and draw conclusion</li> <li>design a questionnaire or data collection sheet to provide relevant data</li> <li>check data efficiently for errors</li> <li>investigate relationships between variables</li> <li>use software to represent data in simple graphs, charts or tables, justifying the choice of representation</li> <li>derive new information from data, e.g. averages, probabilities</li> <li>check whether conclusions are plausible</li> <li>review and amend the structure and its data to answer further questions</li> </ul> </li> </ul>				<b>2) Developing ideas &amp; making things happen</b> <b>Analysing and automating processes</b> <ul style="list-style-type: none"> <li>Use automated processes to increase efficiency (e.g. templates, master pages)</li> <li>Represent simple processes as diagrams, showing: <ul style="list-style-type: none"> <li>how a task can be broken down into smaller ones</li> <li>the sequence of operations, &amp; any conditions or decisions that affect it</li> <li>the initial information needed (e.g. room temperature, prices of items)</li> </ul> </li> </ul> <b>Models and modelling</b> <ul style="list-style-type: none"> <li>Use software to investigate and amend a simple model by: <ul style="list-style-type: none"> <li>formatting and labelling data appropriately (e.g. formatting cells to display currency)</li> <li>entering rules or formulae and checking their appropriateness and accurate working</li> <li>explaining the rules governing a model</li> <li>predicting the effects of changing variables or rules</li> </ul> </li> <li>Test whether a simple model operates satisfactorily</li> </ul> <b>Control and monitoring</b> <ul style="list-style-type: none"> <li>Implement a system to carry out a simple control task, including some that involve sensed physical data, by: <ul style="list-style-type: none"> <li>compiling sets of instructions, identifying those which can be grouped to form procedures or loops</li> <li>testing and refining the instructions</li> </ul> </li> </ul>				<b>3) Exchanging and sharing information</b> <b>Fitness for purpose</b> <ul style="list-style-type: none"> <li>Recognise common forms and conventions used in communications and how these address audience needs (e.g. columns of text in newspapers, graphics &amp; enlarged print in posters, hyperlinks on websites)</li> <li>Apply understanding of common forms and conventions to own ICT work</li> <li>Use given criteria to evaluate the effectiveness of own and others' publications and presentations</li> </ul> <b>Refining and presenting information</b> <ul style="list-style-type: none"> <li>Plan and design the presentation of information in digital media, taking account of the purpose of the presentation and intended audience</li> <li>Use ICT to draft and refine a presentation, including: <ul style="list-style-type: none"> <li>capturing still and moving images and sound (e.g. using a scanner, digital camera, microphone),</li> <li>reorganising, developing and combining information, including text, images and sound, using the simple editing functions of common applications</li> <li>importing and exporting data and information in appropriate formats</li> </ul> </li> </ul> <b>Communicating</b> <ul style="list-style-type: none"> <li>Use e-mail securely and efficiently for short messages and supporting materials</li> <li>Know how to protect personal details and why this is important</li> </ul>				