

Year 7: Knowledge Organiser

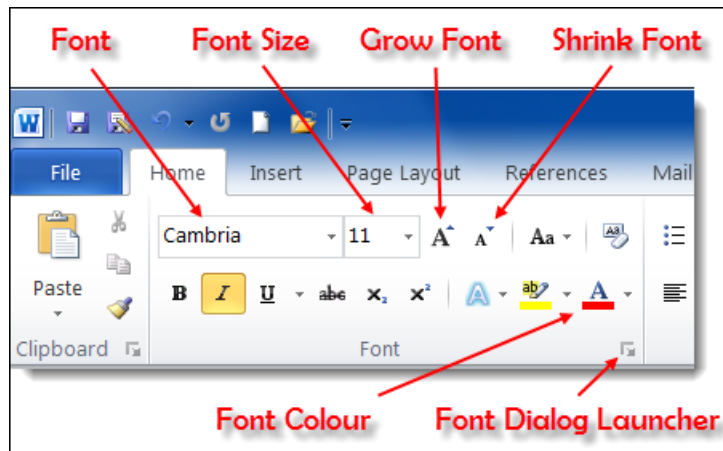
Topic: Intro to computing



Key words	Definition
Input	Type of hardware that provides data to the computer
Output	Type of hardware that receives data from the computer
Cloud	Websites, applications and data that is being processed from a remote location
Email	The digital equivalent of sending a letter, with its own set of rules and protocols
Format	The way in which our work is arranged and designed
Hardware	Physical components of the computer that we can actually touch
Software	The programs that are run on the hardware such as Word, Powerpoint and even games

How to check the reliability of information

- Cross check your information – use multiple sources
- Check if there's links to other sources (citations)
- Check the URL's ending - .gov, .org, .edu etc
- Is the site made by a professional, well-known organization?



- My responsibilities when using the school network (acceptable use policy) are:
- Keep my user name and password secret
 - Do not go on inappropriate websites
 - Use the network for school work only
 - Use the email sensibly
 - Communicate with other students in a kind, sensible manor



Ctrl + X	Cut
Ctrl + C	Copy
Ctrl + V	Paste
Ctrl + Z	Undo
Ctrl + Y	Redo
Ctrl + B	Bold
Ctrl + I	Italics
Ctrl + S	Save
F12	Save As

