

**Component 5:**

**We should know:**

How to add timings to a presentation.  
How to present using a PowerPoint slideshow.

**What we will know after this sequence:**

- Pupils will use skills learnt in the lesson to create a presentation linked to a curriculum topic the pupils are studying or on a topic of the pupil's own choice.

**Vocabulary:**

Present, effect, apply, duration, animation, transition, design, text, shapes, insert, picture, video, audio, change

**How will this feed into my next learning?**

Pupils will be able to confidently use MS PowerPoint when completing research projects across the curriculum.  
Pupils will draw upon their skills learnt within this unit to consider design and effect when creating a presentation.

**SEN:**

Pupils to work with a partner for scaffolded support from a peer.



**Component 4:**

**We should know:**

How to add animations and transitions in a presentation.

**What we will know after this sequence:**

- Pupils can add timings to a presentation.
- Pupils can present using a PowerPoint slideshow.

**Vocabulary:**

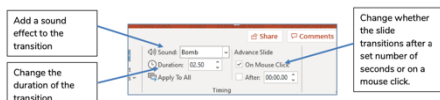
Timings, present, effect, change, duration

**How will this feed into my next learning?**

Pupils will apply the skills they have learnt in the lessons to create a presentation linked to a curriculum topic or a topic of the pupils own choice.

**SEN:**

Visual cues and reminders for each instructed step.



**Component 3:**

**We should know:**

How to change the design of the slides.  
How to insert a new slide and attach a picture, video or audio.

**What we will know after this sequence:**

- Pupils can use animations in a presentation.
- Pupils can use transitions in a presentation.

**Vocabulary:**

Animations, transitions, slides, design, features

**How will this feed into my next learning?**

**Pupils will be able to add timings to a presentation and present using a PowerPoint slide.**

**SEN:**

Visual cues and reminders for each instructed step.

**Component 1:**

**We should know:**

How to save a new PowerPoint/ document to a chosen file.

**What we will know after this sequence:**

- Pupils will know what PowerPoint is.
- Pupils will know how to open PowerPoint.
- Pupils will know how to add text and format it.
- Pupils will know how to add shapes to a page.

**Vocabulary:**

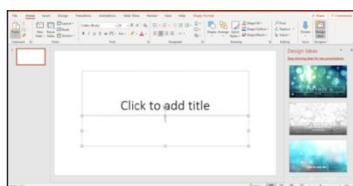
PowerPoint, open, add, text, format, shape

**How will this feed into my next learning?**

Pupils will then be able to change the design of the slides and know how to insert pictures and videos.

**SEN:**

Visual cues and reminders for each instructed step.



**Component 2:**

**We should know:**

What PowerPoint is and how to open it.  
Know how to add and format text and shapes.

**What we will know after this sequence:**

- Pupils can change the design of the slides.
- Pupils can insert a new slide.
- Pupils can insert pictures.
- Pupils can edit pictures.
- Pupils can insert video and audio.

**Vocabulary:**

Design, slide, insert, edit, video, audio, picture

**How will this feed into my next learning?**

Pupils will build on their knowledge to begin to use animations and transitions on slides.

**SEN:**

Pupils to work with a partner for scaffolded support from a peer.

