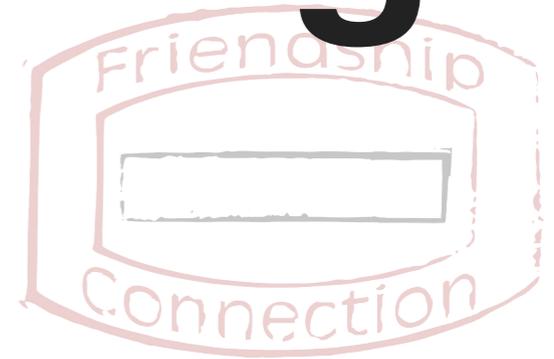

Digital Learning Passport

Effective ICT Learning





P-2 Digital Learning Passport



P-2

Essential ICT Skills and Knowledge for using the 4 C's in learning.

**Creativity
Communicating
Critical Thinking
Collaborating**



Digital Citizenship

This year I learned to be safe online by...



Office of the
eSafety Commissioner

cyber rules

stay safe and have fun
on the internet

Be careful who you trust online. Making new friends can be fun, but there's a chance that they may not be who they say they are.

Be kind online. Show others how to behave.

Don't open messages from people that you don't know. These could be nasty, contain viruses or be trying to sell you something.

Always keep your password a secret.

Tell your parents if you are upset by anything scary you see on the internet.

If someone is nasty, offensive or makes you uncomfortable online, don't respond. Leave the site straight away.

Think before you post information online—once posted it's difficult to remove.

Don't accept any offers that seem too good to be true—they probably are.

Ask your parents before you give anyone on the internet your name, address or any personal details.

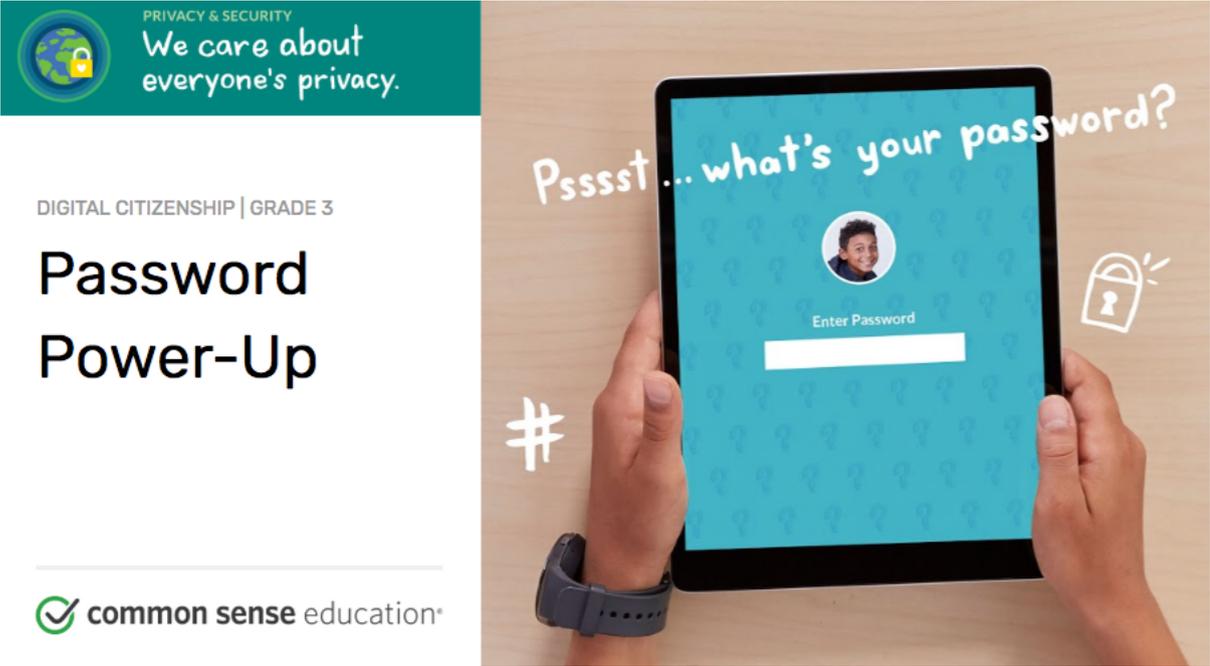
www.esafety.gov.au

My Digital Safe

Passwords

Keep your passwords and other important digital information locked away in your Digital Password. Don't forget that sharing your passwords with other people can have unintended negative consequences like loss of your work!

<https://www.common sense.org/education/digital-citizenship/>



App	Username & Password

P-2 Digital Passport

General Capabilities	iPad Capabilities	Creating with ICT	Communicating with ICT	Investigating with ICT
I can follow class rules when using technology	I can turn my iPad on and off	I can create mind maps on my iPad	I can share my work on SeeSaw and Showbie	I can get work from Showbie and SeeSaw
I can use technology safely, sensibly and appropriately	I can change the volume on my iPad	I can create work that has text, images, video and audio	I can share with Airdrop & AirPlay	I can follow links to websites
I can keep passwords safe	I can take a clear photo	I can change size, colours, fonts to make my work look good	I can add to group work with Book Creator, SeeSaw and Padlet	I always ask a teacher before I search
I know what to do when some doesn't FEEL right online!	I can crop images properly	I can edit text with bold, underline and italic	I can like and add nice comments to other's work	I save images to camera roll
I share online appropriately	I can take a screen grab	I can copy and paste	I can record nice feedback comments	I can scan QR codes
	I can login to school apps		I can listen to recorded audio feedback	I can sort information as 'useful' or 'NOT useful'

General ICT Capabilities

I can follow class rules when using technology	I can use technology safely, sensibly and appropriately	I can keep passwords safe
I know what to do when some doesn't FEEL right online!	I share online appropriately	

Learning Ideas for General ICT Capabilities

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
I can follow class rules when using technology	
I can use technology safely, sensibly and appropriately	
I can keep passwords safe	
I know what to do when some doesn't FEEL right online!	
I share online appropriately	

iPad Capabilities

I can turn my iPad on and off	I can change the volume on my iPad	I can take a clear photo
I can crop images properly	I can take a screen grab	I can login to school apps

Learning Ideas for iPad ICT Capabilities

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
I can turn my iPad on and off	
I can change the volume on my iPad	
I can take a clear photo	
I can crop images properly	
I can take a screen grab	
I can login to school apps	

Creating with ICT

I can create mind maps on my iPad	I can create work that has text, images, video and audio	I can change size, colours, fonts to make my work look good
I can edit text with bold, underline and italic	I can copy and paste	

Learning Ideas for Creating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
I can create mind maps on my iPad	
I can create work that has text, images, video and audio	
I can change size, colours, fonts to make my work look good	
I can edit text with bold, underline and italic	
I can copy and paste	

Communicating with ICT

I can share my work on SeeSaw and Showbie	I can share with Airdrop & AirPlay	I can add to group work with Book Creator, SeeSaw and Padlet
I can like and add nice comments to other's work	I can record nice feedback comments	I can listen to recorded audio feedback

Learning Ideas for Communicating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
I can share my work on SeeSaw and Showbie	
I can share with Airdrop & AirPlay	
I can add to group work with Book Creator, SeeSaw and Padlet	
I can like and add nice comments to other's work	
I can record nice feedback comments	
I can listen to recorded audio feedback	

Investigating with ICT

I can get work from Showbie and SeeSaw	I can follow links to websites	I always ask a teacher before I search
I save images to camera roll	I can scan QR codes	I can sort information as 'useful' or 'NOT useful'

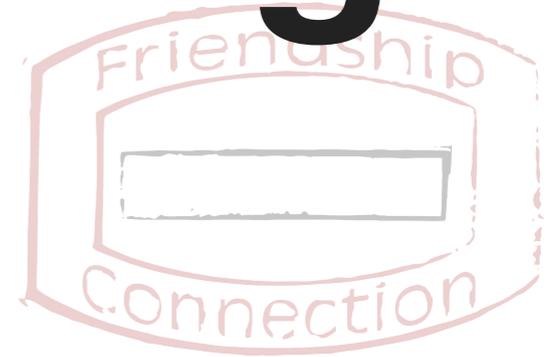
Learning Ideas for Investigating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
I can get work from Showbie and SeeSaw	
I can follow links to websites	
I always ask a teacher before I search	
I save images to camera roll	
I can scan QR codes	
I can sort information as 'useful' or 'NOT useful'	



3/4 Digital Learning Passport



Essential ICT Skills and Knowledge for using the 4 C's in learning.

**Creativity
Communicating
Critical Thinking
Collaborating**



Digital Citizenship

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cyber rules

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Be kind online. Show others how to behave.

Don't open messages from people that you don't know. These could be nasty, contain viruses or be trying to sell you something.

Always keep your password a secret.

Tell your parents if you are upset by anything scary you see on the internet.

If someone is nasty, offensive or makes you uncomfortable online, don't respond. Leave the site straight away.

Think before you post information online—once posted it's difficult to remove.

Don't accept any offers that seem too good to be true—they probably are.

Ask your parents before you give anyone on the internet your name, address or any personal details.

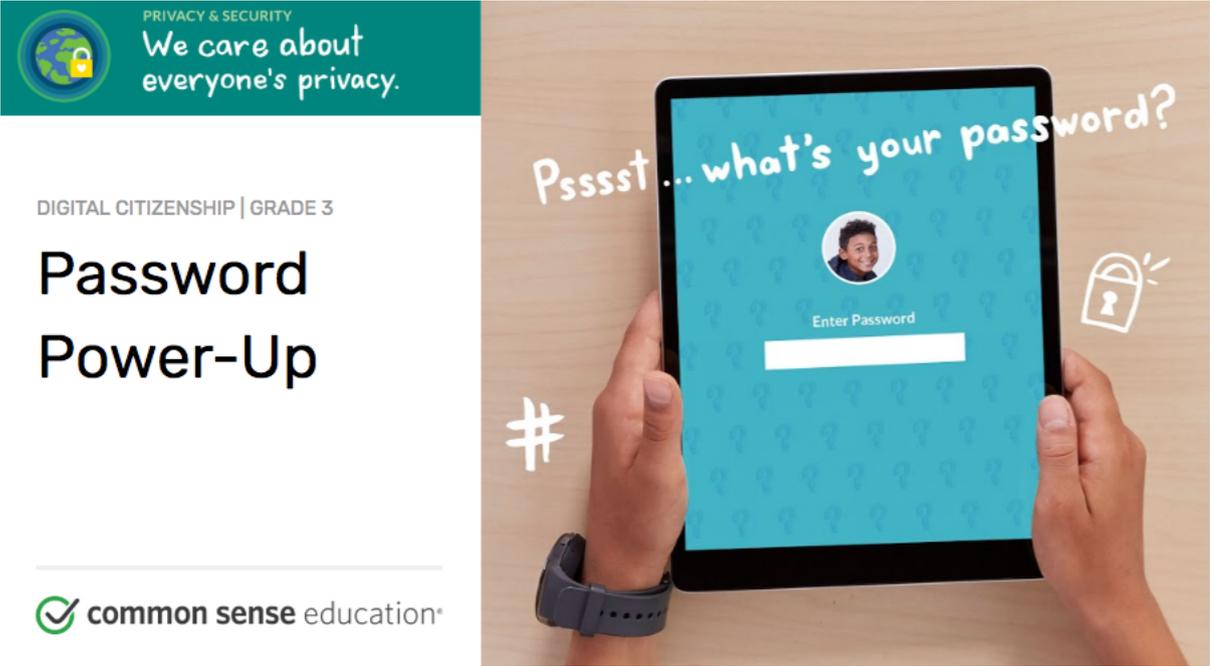
www.esafety.gov.au

My Digital Safe

Passwords

Keep your passwords and other important digital information locked away in your Digital Password. Don't forget that sharing your passwords with other people can have unintended negative consequences like loss of your work!

<https://www.common sense.org/education/digital-citizenship/>



App	Username & Password

3-4 Digital Passport

General Capabilities	iPad Capabilities	PC Capabilities	Creating with ICT	Communicating with ICT	Investigating with ICT
Follows class rules when using technology	Uses the 'Settings' app to change privacy, wifi, and accessibility settings appropriately.	Can login to the network with student login	Uses both iPad and PC creative tools including, Microsoft and CPS core apps to create documents.	Uploads work (photos, videos and typed text) to various appropriate digital platforms	Uses internet browsers and the search URL window to load an intended website, when appropriate
Uses technology safely, sensibly and appropriately	Independently manages device storage	Can use Windows to change volume, minimise and maximise windows and open applications	Designs digital work which is easily readable including titles, captions, page numbers, contents pages, and indexes	Annotates uploaded work, describing learning objectives, processes used and reflections, using written, drawn, audio and video information	Bookmarks appropriate and useful websites
Keeps passwords and secure information safe	Appropriately and effectively organises iPad Apps and Media	Can use shortcuts (copy, cut, paste, undo, save)	Creates original digital work that includes text, images, links, video, animation and audio	Provides detailed specific feedback on student work with all available tools	Uses advanced searching techniques such as images with transparent backgrounds
Actively and positively contributes to online community (SeeSaw)	Edits images in the 'Photos' app	Can save files to personal server location, with assistance	Produces digital work that requires human input and interaction	Edits, refines and resubmits digital work after receiving specific feedback on digital platforms	Plans information searches, and uses keywords to search basic text based sites
Uses effective strategies when dealing with cyberbullying or inappropriate content.	Uses 'Share' to share digital work between any applicable app independently	Can retrieve files from notified locations on the school network	Works effectively with others to produce digital work	Uses online communication tools, such as email to appropriately communicate with an intended audience	Works with multiple tabs in Safari or Chrome
Follows the classroom troubleshooting rules when solving problems		Can print a page and collect it from the printer	Types efficiently and accurately with keyboard/ keypad		Understands who owns content found online and how they can use it

General ICT Capabilities

Skill	Student Demonstrations	Teacher
Follows class rules when using technology		
Uses technology safely, sensibly and appropriately		
Keeps passwords and secure information safe		
Actively and positively contributes to online community (SeeSaw)		
Uses effective strategies when dealing with cyberbullying or inappropriate content.		
Follows the classroom troubleshooting rules when solving problems		

Learning Ideas for General ICT Capabilities

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Follows class rules when using technology	
Uses technology safely, sensibly and appropriately	
Keeps passwords and secure information safe	Write your passwords in the front of your Digital Passport and keep it secure in your tray!
Actively and positively contributes to online community (SeeSaw)	Adds positive and constructive comments on SeeSaw and other online forums.
Uses effective strategies when dealing with cyberbullying or inappropriate content.	Share a time when you reported inappropriate content to a teacher.
Follows the classroom troubleshooting rules when solving problems	When having iPad problems, share a time you tried yourself, then asked a friend, then finally asked a teacher.

iPad Capabilities

Skill	Student Demonstrations	Teacher
<p>Uses the 'Settings' app to change privacy, wifi, and accessibility settings appropriately.</p>	<hr/>	
<p>Independently manages device storage, removing old media and apps</p>	<hr/>	
<p>Appropriately and effectively organises iPad Apps and Media</p>	<hr/>	
<p>Edits images in the 'Photos' app, including cropping, rotating and annotating</p>	<hr/>	
<p>Uses 'Share' to share digital work between any applicable app independently</p>	<hr/>	
	<hr/>	

Learning Ideas for iPad ICT Capabilities

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Uses the 'Settings' app to change privacy, wifi, and accessibility settings appropriately.	
Independently manages device storage, removing old media and apps	
Appropriately and effectively organises iPad Apps and Media	
Edits images in the 'Photos' app, including cropping, rotating and annotating	
Uses 'Share' to share digital work between any applicable app independently	

PC Capabilities

Skill	Student Demonstrations	Teacher
Can login to the network with student login		
Can use Windows to change volume, minimise and maximise windows and open applications		
Can use shortcuts (copy, cut, paste, undo, save)		
Can save files to personal server location, with assistance		
Can retrieve files from notified locations on the school network		
Can print a page and collect it from the printer		

Learning Ideas for PC ICT Capabilities

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Can login to the network with student login	
Can use Windows to change volume, minimise and maximise windows and open applications	
Can use shortcuts (copy, cut, paste, undo, save)	
Can save files to personal server location, with assistance	
Can retrieve files from notified locations on the school network	
Can print a page and collect it from the printer	

Creating with ICT

Skill	Student Demonstrations	Teacher
<p>Uses both iPad and PC creative tools including, Microsoft and CPS core apps to create documents.</p>		
<p>Designs digital work which is easily readable including titles, captions, page numbers, contents pages, and indexes</p>		
<p>Creates original digital work that includes text, images, links, video, animation and audio</p>		
<p>Produces digital work that requires human input and interaction</p>		
<p>Works effectively with others to produce digital work</p>		
<p>Types efficiently and accurately with keyboard/keypad</p>		

Learning Ideas for Creating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Uses both iPad and PC creative tools including, Microsoft and CPS core apps to create documents.	
Designs digital work which is easily readable including titles, captions, page numbers, contents pages, and indexes	
Creates original digital work that includes text, images, links, video, animation and audio	
Produces digital work that requires human input and interaction	
Works effectively with others to produce digital work	
Types efficiently and accurately with keyboard/keypad	

Communicating with ICT

Skill	Student Demonstrations	Teacher
<p>Uploads work (photos, videos and typed text) to various appropriate digital platforms</p>	<p>.....</p>	
<p>Annotates uploaded work, describing learning objectives, processes used and reflections, using written, drawn, audio and video information</p>	<p>.....</p>	
<p>Provides detailed specific feedback on student work with all available tools</p>	<p>.....</p>	
<p>Edits, refines and resubmits digital work after receiving specific feedback on digital platforms</p>	<p>.....</p>	
<p>Uses online communication tools, such as email to appropriately communicate with an intended audience</p>	<p>.....</p>	
	<p>.....</p>	

Learning Ideas for Communicating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Uploads work (photos, videos and typed text) to various appropriate digital platforms	
Annotates uploaded work, describing learning objectives, processes used and reflections, using written, drawn, audio and video information	
Provides detailed specific feedback on student work with all available tools	
Edits, refines and resubmits digital work after receiving specific feedback on digital platforms	
Uses online communication tools, such as email to appropriately communicate with an intended audience	

Investigating with ICT

Skill	Student Demonstrations	Teacher
<p>Uses internet browsers and the search URL window to load an intended website, when appropriate</p>	<p>.....</p>	
<p>Bookmarks appropriate and useful websites</p>	<p>.....</p>	
<p>Uses advanced searching techniques such as images with transparent backgrounds</p>	<p>.....</p>	
<p>Uses advanced searching techniques such as images with transparent backgrounds</p>	<p>.....</p>	
<p>Works with multiple tabs in Safari or Chrome</p>	<p>.....</p>	
<p>Understands who owns content found online and how they can use it</p>	<p>.....</p>	

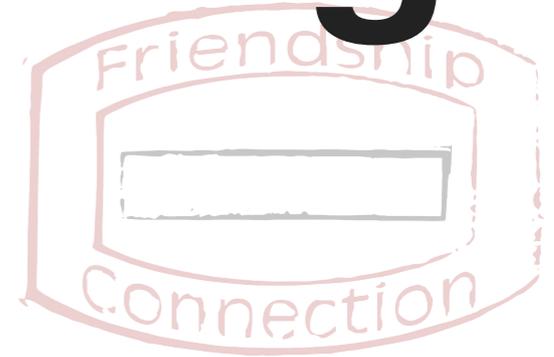
Learning Ideas for Investigating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Uses internet browsers and the search URL window to load an intended website, when appropriate	
Bookmarks appropriate and useful websites	
Uses advanced searching techniques such as images with transparent backgrounds	
Plans information searches, and uses keywords to search basic text based sites	
Works with multiple tabs in Safari or Chrome	
Understands who owns content found online and how they can use it	



5/6 Digital Learning Passport



Essential ICT Skills and Knowledge for using the 4 C's in learning.

**Creativity
Communicating
Critical Thinking
Collaborating**



Digital Citizenship

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cyber rules

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Be kind online. Show others how to behave.

Don't open messages from people that you don't know. These could be nasty, contain viruses or be trying to sell you something.

Always keep your password a secret.

Tell your parents if you are upset by anything scary you see on the internet.

If someone is nasty, offensive or makes you uncomfortable online, don't respond. Leave the site straight away.

Think before you post information online—once posted it's difficult to remove.

Don't accept any offers that seem too good to be true—they probably are.

Ask your parents before you give anyone on the internet your name, address or any personal details.

www.esafety.gov.au

5-6 Digital Passport

General Capabilities	iPad Capabilities	PC Capabilities	Creating with ICT	Creating with ICT	Communicating with ICT	Investigating with ICT
Treats all ICT equipment with respect, responsibility and care.	Can organise apps into relevant and appropriate folders	Can confidently navigate Windows OS and school network to save and retrieve files	Can produce a wide range of multimedia digital work with consistent font, style and colour themes throughout	Can use image creating software to create effective visual communications Eg. posters and adverts	Can use appropriate ICT tools safely to share and exchange information and to safely collaborate with others	Can locate, retrieve or generate information using search engines and simple search functions and classify information in meaningful ways
Can identify, compare and classify basic ICT system components	Can choose effective and appropriate apps, independently when producing and investigating	Can choose effective and appropriate programs, independently when producing	Uses hyper-links to create interactive multimedia texts, including non-linear viewing Eg. websites or interactive books	Can use video editing software to create effective moving visual communications, including titles, credits and audio tracks	Can communicate safely and appropriately with email applications independently	Can identify the legal obligations regarding the ownership and use of digital products and apply some referencing conventions
Can select from, and safely operate, a range of devices to undertake specific tasks and use basic troubleshooting procedures to solve routine malfunctions	Can search for, and download any required apps independently	Navigates PC programs through the Windows menu system	Can add audio tracks and soundtracks to digital texts	Saves created documents with useful and relevant naming systems	Can create interfaces to collect data Eg. online forms	Can assess the suitability of data or information collected or searched
Is a positive contributor to online learning spaces, using accepted social protocols	Can efficiently share documents to other devices and between apps, including print documents from the iPad	Uses the 'right-button' menu to access more advanced options	Can print digital documents	Can using timeline software to plan processes	Can collate, analyse and represent collected data	Can safely download files from the internet when appropriate
Can identify the risks to identity, privacy and emotional safety for themselves when using ICT	Organises digital medial and documents in an efficient manner. Eg. Folders for ibooks and photos	Organises digital medial and documents in an efficient manner. Eg. Folders for MS documents	Can create graphical or symbolic representation of data using technology. Eg spreadsheet graphs	Can use concept mapping and brainstorming software to generate key ideas	Can effectively publish organised data and information in digital form for an online audience	Can organise bookmarked online resources
Independently organises adequate personal login information, and digital documents	Uses native applications to assist organisation. Eg. email, calendars, timers and alarms		Can choose appropriate digital tools relevant to audience and communication requirements	Can type efficiently to create written texts in an appropriate timeframe and with an appropriate accuracy	Can explain thinking and reasoning of learning to accompany digital work, and provide constructive feedback to peers digitally	

General ICT Capabilities

Skill	Student Demonstrations	Teacher
Treats all ICT equipment with respect, responsibility and care.		
Can identify, compare and classify basic ICT system components		
Can select from, and safely operate, a range of devices to undertake specific tasks and use basic troubleshooting procedures to solve routine malfunctions		
Is a positive contributor to online learning spaces, using accepted social protocols		
Can identify the risks to identity, privacy and emotional safety for themselves when using ICT		
Independently organises adequate personal login information, and digital documents		

Learning Ideas for General ICT Capabilities

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Treats all ICT equipment with respect, responsibility and care.	
Can identify, compare and classify basic ICT system components	
Can select from, and safely operate, a range of devices to undertake specific tasks and use basic troubleshooting procedures to solve routine malfunctions	
Is a positive contributor to online learning spaces, using accepted social protocols	
Can identify the risks to identity, privacy and emotional safety for themselves when using ICT	understanding the dangers of providing personal information; recognising and reporting cyber bullying; only posting a photo with the owner's permission; not revealing details of identity; avoiding language offensive to particular groups of people; actively avoiding incidences of cyber bullying
Independently organises adequate personal login information, and digital documents	

iPad Capabilities

Skill	Student Demonstrations	Teacher
Can organise apps into relevant and appropriate folders		
Can choose effective and appropriate apps, independently when producing and investigating		
Can search for, and download any required apps independently		
Can efficiently share documents to other devices and between apps, including print documents from the iPad		
Organises digital medial and documents in an efficient manner. Eg. Folders for ibooks and photos		
Uses native applications to assist organisation. Eg. email, calendars, timers and alarms		

Learning Ideas for iPad ICT Capabilities

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Can organise apps into relevant and appropriate folders	
Can choose effective and appropriate apps, independently when producing and investigating	
Can search for, and download any required apps independently	
Can efficiently share documents to other devices and between apps, including print documents from the iPad	
Organises digital media and documents in an efficient manner. Eg. Folders for iBooks and photos	
Uses native applications to assist organisation. Eg. email, calendars, timers and alarms	

PC Capabilities

Skill	Student Demonstrations	Teacher
Can confidently navigate Windows OS and school network to save and retrieve files		
Can choose effective and appropriate programs, independently when producing		
Navigates PC programs through the Windows menu system		
Uses the 'right-button' menu to access more advanced options		
Organises digital medial and documents in an efficient manner. Eg. Folders for MS documents		

Learning Ideas for PC ICT Capabilities

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Can confidently navigate Windows OS and school network to save and retrieve files	
Can choose effective and appropriate programs, independently when producing	
Navigates PC programs through the Windows menu system	
Uses the 'right-button' menu to access more advanced options	
Organises digital medial and documents in an efficient manner. Eg. Folders for MS documents	

Creating with ICT

Skill	Student Demonstrations	Teacher
Can produce a wide range of multimedia digital work with consistent font, style and colour themes throughout		
Uses hyper-links to create interactive multimedia texts, including non-linear viewing Eg. websites or interactive books		
Can add audio tracks and soundtracks to digital texts		
Can print digital documents		
Can create graphical or symbolic representation of data using technology. Eg spreadsheet graphs		
Can choose appropriate digital tools relevant to audience and communication requirements		

Learning Ideas for Creating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Can produce a wide range of multimedia digital work with consistent font, style and colour themes throughout	manipulating and combining images, text, video and sound for presentations; creating podcasts; applying purposeful editing and refining processes
Uses hyper-links to create interactive multimedia texts, including non-linear viewing Eg. websites or interactive books	
Can add audio tracks and soundtracks to digital texts	
Can print digital documents	
Can create graphical or symbolic representation of data using technology. Eg spreadsheet graphs	
Can choose appropriate digital tools relevant to audience and communication requirements	

Creating with ICT

Skill	Student Demonstrations	Teacher
<p>Can use image creating software to create effective visual communications Eg. posters and adverts</p>	<p>.....</p>	
<p>Can use video editing software to create effective moving visual communications, including titles, credits and audio tracks</p>	<p>.....</p>	
<p>Saves created documents with useful and relevant naming systems</p>	<p>.....</p>	
<p>Can using timeline software to plan processes</p>	<p>.....</p>	
<p>Can use concept mapping and brainstorming software to generate key ideas</p>	<p>.....</p>	
<p>Can type efficiently to create written texts in an appropriate timeframe and with an appropriate accuracy</p>	<p>.....</p>	

Learning Ideas for Creating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Can use image creating software to create effective visual communications Eg. posters and adverts	
Can use video editing software to create effective moving visual communications, including titles, credits and audio tracks	
Saves created documents with useful and relevant naming systems	
Can using timeline software to plan processes	
Can use concept mapping and brainstorming software to generate key ideas	
Can type efficiently to create written texts in an appropriate timeframe and with an appropriate accuracy	

Communicating with ICT

Skill	Student Demonstrations	Teacher
Can use appropriate ICT tools safely to share and exchange information and to safely collaborate with others		
Can communicate safely and appropriately with email applications independently		
Can create interfaces to collect data Eg. online forms		
Can collate, analyse and represent collected data		
Can effectively publish organised data and information in digital form for an online audience		
Can explain thinking and reasoning of learning to accompany digital work, and provide constructive feedback to peers digitally		

Learning Ideas for Communicating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Can use appropriate ICT tools safely to share and exchange information and to safely collaborate with others	contributing to the content of a wiki; blogging and posting to bulletin boards
Can communicate safely and appropriately with email applications independently	
Can create interfaces to collect data Eg. online forms	
Can collate, analyse and represent collected data	
Can effectively publish organised data and information in digital form for an online audience	
Can explain thinking and reasoning of learning to accompany digital work, and provide constructive feedback to peers digitally	

Investigating with ICT

Skill	Student Demonstrations	Teacher
<p>Can locate, retrieve or generate information using search engines and simple search functions and classify information in meaningful ways</p>	<hr/>	
<p>Can identify the legal obligations regarding the ownership and use of digital products and apply some referencing conventions</p>	<hr/>	
<p>Can assess the suitability of data or information collected or searched</p>	<hr/>	
<p>Can safely download files from the internet when appropriate</p>	<hr/>	
<p>Can organise bookmarked online resources</p>	<hr/>	
	<hr/>	

Learning Ideas for Investigating with ICT

Uses this page to see, and add to possible ways you can demonstrate or use these ICT skills in your learning to help achieve the 4 C's.

Skill	Learning Ideas
Can locate, retrieve or generate information using search engines and simple search functions and classify information in meaningful ways	searching and locating files within school directory; searching across web or within site; organising in folders, tables or databases, using simulations to generate and organise opens in new window information on real world problems
Can identify the legal obligations regarding the ownership and use of digital products and apply some referencing conventions	listing all sources, authors names and URLs of information they use
Can assess the suitability of data or information collected or searched	selecting the most useful/reliable/relevant digital resource from a set of three or four alternatives
Can safely download files from the internet when appropriate	
Can organise bookmarked online resources	