

COATHAM CE PRIMARY SCHOOL

LONG-TERM (YEAR) PLAN

SUBJECT Computing				YEAR GROUP 3			
Half-Term	Aut1	Aut2	Spr1	Spr2	Summ1	Summ2	
Statement of Intent	Microsoft office basics (Word processing) To operate Microsoft office with fluidity, demonstrating understanding of basic functions. Online Safety To know where to turn for help if they see inappropriate content or have inappropriate contact from others.	Presenting with PowerPoint To use skills to design and present an effective presentation. E-mail To learn how to use email safely. Online Safety To know that some emails can be dangerous and the importance of online data protection	Branching Databases To complete a branching database using 2Question. Online Safety Verifying identification and the importance of staying safe online	Spreadsheet To add and edit data in a table layout and produce suitable outcomes. Online Safety Verifying information and the importance of staying safe online	Route Planners To create simple commands in 2go including repeating algorithms Touch type Children can use two hands to type the letters on the keyboard. Online Safety Recap online safety guidelines and appropriate actions	Coding To design and create an interactive scene Touch type Children can use two hands to type the letters on the keyboard Online Safety Coding used in AI and the potential dangers	
Key Curriculum Coverage	Microsoft office basics (Word processing) Children can operate using Microsoft word and are able to use the basic functions (below)	Presenting with PowerPoint Children can create a presentation including formatted text. Children can add transitions and animations. Children can add timings to the presentation.	Branching Databases Children can create a branching database. Children know how to use and debug their own and others branching databases	Spreadsheet Children can create a table of data on a spreadsheet. Children can use a spreadsheet program to automatically create charts and graphs from data. Children can find specified locations in a	Route planners To create simple commands in 2Go to move the turtle along a route. To create commands in 2Go in which the turtle turns using rotation.	Coding Children can use the properties table to set the properties of objects. Children can plan their scene and code before they create their program. Children can run, test and debug their	

		E-mail Children can read and respond to a series of email communications. Children can attach files appropriately and use email communication to explore ideas. Touch type Children can use two hands to type the letters on the keyboard.		spreadsheet. Children can set up a graph with a given number of fields. Children can enter data for a graph. Children can produce and share graphs made on the computer.	To plan algorithms and write 2Go code that uses angles of turn. To use 90° and 45° angles in 2Go. To use the repeat algorithm and coding in 2Go	programs. Children can confidently make several different things happen in a program.	
Key Vocabulary	Ribbon — The top menu containing tabs and tools (Home, Insert, Layout). Tabs — Sections on the Ribbon grouping related tools. Toolbar — Buttons for quick actions like save, undo, redo. Cursor — The blinking line showing where text will appear. Document — The file you create and edit. File — A saved document stored on a device. Cut — Removes text and stores it temporarily. Copy — Duplicates text. Paste — Inserts	keys, posture, spacebar, typing animation, slide, slideshow, editing, transition, text box, stock image, presentation, font address book, attachment, communication, compose, email, inbox, save to draft, trusted contact	inappropriate, internet, password, personal information, permission, spoof, verify, reliable source advantages, analysis, decision, realistic, simulation, unrealistic binary tree, branching database, data, database, debugging	axis, chart, column, data, graph, sorting, survey, tally chart, title bar graph, cell address, data, equals. quiz tool, spinner tool, table. more than. less than		background, action, blocks of command, develop, debug, algorithm, command	

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