



### What I should already know

- I can use, save, share, retrieve and organise my digital work.
- I can use design and formatting to enhance my digital work.
- I can create and use data



### Vocabulary

Keyboard

QWERTY

Shortcut

### Sticky Knowledge and skills

- Shortcuts can be used to perform operations quicker on a keyboard
- Good posture is important when typing
- We use a keyboard to type on a computer