

COMMUNICATING AND COLLABORATING – OVERVIEW

Overview

This unit will develop students' understanding of how to use digital tool to communicate and collaborate effectively, responsibly and creatively. Students will explore different software programs such as email, shared documents, online meetings, digital etiquette, and collaborative project management tools. Students will develop their understanding of their digital footprint, online empathy, and cloud-based collaborative platforms.

National Curriculum

Knowledge and understanding	Computing concepts
To understand how to select, use and combine a variety of software (including internet services) to design and create a range of programs, systems and content that accomplish given goals.	Collaborative systems – understanding and work with a variety of software that supports collaboration recognising which tools are suitable for a particular task.
To use technology safely, respectfully, and responsibly; recognise unacceptable behaviour; identify a range of ways to report concerns about content and contact.	Digital literacy – understanding how to behave responsibly when using digital services and e-safety.

The computing curriculum

Where the knowledge and understanding developed in this unit fits into Illuminate's computing curriculum is outlined below:

Prior Learning	Future Learning
EYFS Unit: Using a computer	Key Stage 3 Computing
Year 1 Unit: Mouse skills, typing and saving	
Year 2 Unit: Parts of a computer	
Year 3 Unit: Connecting computers	
Year 4 Unit: Search engines	
Year 5 Unit: Systems and searching	

Cross-curricular links and extension activities

This unit provides opportunities for cross-curricular links in English through reading, writing, and editing. Students will write blogs collaboratively, edit and redraft shared documents, and write formal emails.

This unit provides opportunities for links in geography when researching global issues, using digital tools to present geographical research, and through understanding global digital communication.

This unit also provides cross-curricular links through science as students collaborate on science related topics and communicate findings in a digital format.

This unit provides opportunities for cross-curricular links in Art and Design as students create presentations with consistent layouts.

This unit provides cross-curricular links in PSHE as students develop skills in digital literacy and safe online behaviour. Students will collaborate, empathise and manage disagreements online.