

Knowledge Organiser



Year 3, Autumn 1: Online Safety
Computing Strand: Information Technology

Online Safety

Follow the SMART rules to help stay safe online.

- S** Stay safe online by not sharing your personal information.
- M** Do not meet anyone who you have only become friends with online.
- A** Do not accept messages and friend requests from people you do not know.
- R** Not everything online is reliable. People online are strangers and you can't always trust everything they say.
- T** Tell an adult you trust if anything happens online that you do not like.

Be Careful what you share online!
Think and think before you share information online.
Don't say or do anything that you wouldn't do in the real world!

What will I know by the end of this topic?

- Know how to sit at the keyboard correctly.
- Know how to use the home, top and bottom row keys.

Why should I have a good posture at the computer?

A good posture is important to help you avoid any injuries that come from repeatedly using the computer incorrectly.

Key Vocabulary

keys	Buttons that are pressed on a computer keyboard or typewriter. These can be describe by their position: bottom row, top row and home row.
space bar	The bar at the bottom of the keyboard.
typing	The action or skill of writing something by means of a computer.

Why should I type certain keys with certain fingers?

Using specific fingers for specific keys allows you to type more quickly.

Check to see if your eyes are level with the top of your screen. 45 - 70 cm

Put your fingers on the keyboard. Make sure your wrists are not touching anything.

Posture

Key Resources

purple mash

2Type

Top Row ← q w e r t y u i o p []

Home Row ← a s d f g h j k l ; ' /

Bottom Row ← Shift z x c v b n m , . / Shift

Space Bar