BWJS COMPUTING

Working & Communicating Online
Year Six

Unit Overview

This unit allows children to revisit some knowledge and skills from previous years about communicating online.

The skills taught in this unit will not be new – but they will be worth revisiting each year. The lessons could be taught together or separately throughout the year, but the first session needs to be taught at the beginning of the Autumn Term.

Children will cover:

- Issues around digital photography and the sharing of images.
- How and why to maintain privacy online.
- How to deal with instant messages and text messages.
- Sending and receiving e-mail.
- Commenting on blog posts.
- Writing blog posts of their own.

They will do this while considering some of the e-safety issues regarding communication.

Expectations

Children will have an understanding of the school's AUP and how it relates to the school network and BWJSapps.

Children will have explored some of the issues surrounding, digital cameras, mobile phones and the sharing of photographs.

Children will be able to send and receive e-mails from their bwjsapps account and manage their inbox.

Children will be able to write a blog post and commenting on other people's posts, on various blogs.

Children will start to investigate embedding media in their blog posts.

Curriculum Links

This unit can be linked to other curriculum areas through the decisions you make about blogging. When writing blog posts, or making comments, children will have the opportunity to share what they have done in other areas of school life.

When embedding photos, children may choose to use images of art or DT they have done.

The concept of linking with other schools through blogging and commenting gives scope for plenty of PSHE links.

Prior Skills

Children should come to this unit with some experience of internet navigation, emailing and blogging from previous years.

Software Used

- Internet Explorer
- Google Mail (online at bwjsapps.co.uk)
- Primary Blogger (online – class blog)
- Picasa (online at bwjsapps.co.uk)

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Assessment Strands Relevant to this Unit

IT

Bronze	Silver	Gold
Understand that you need a username and password to log on to an ICT system. Understand that your username and password is private. Be able to log on to an ICT system independently. Understand that ICT communications must be used appropriately. Save files to a specific location. Create a folder	Understand that passwords should be difficult to guess. Understand how to use ICT communications appropriately. Report inappropriate use of ICT communications. Copy or move files to new locations and rename them. Transfer files from a device to a computer.	Understand that passwords can be made of numbers, letters and symbols. Create your own online account. Independently organise files. Transfer files from a device to a computer in an organised way.

Working & Communicating Online

Bronze	Silver	Gold
Send an e-mail to a person or group. Leave a comment on a blog or other online item. Reply to or forward an e-mail.	Write a post on a blog. Upload a picture to an online gallery. Create a website which contains text and images.	Create a website with multiple pages containing text, images and other elements. Share a website or document with others. Collaborate with others on an online document.

BWJS COMPUTING

E-Safety

Bronze	Silver	Gold
Understand that your username and password is private. Understand that some material on the internet may be unreliable or inappropriate.	Understand that passwords should be difficult to guess. Understand how to use ICT communications appropriately. Report inappropriate use of ICT communications. Understand that personal information should be kept private online.	Understand that passwords can be made of numbers, letters and symbols. Understand that material on the internet may have restrictions on its use.

	Learning Objectives	Key Skills	Concepts	Lesson Content
1	To consider issues around digital photography. To understand the school's AUP.		- Children have a range of services which enable communication. - Not all services are age appropriate. - We need to be careful about how we communicate with others online. - Messages via school systems can be monitored and / or moderated. - Photographs need to be handled thoughtfully and carefully online.	Ask children how many of them have a digital camera. Probably more than they think, if camera phones are taken into account. What do you use your cameras for? Who has photos of friends on their camera / phone? Do you ask people before you take photos of them? Should you? Photography is a difficult area. There is no legal requirement to seek permission of people you photograph if those photos are taken in public, and for private use, but it is still morally good to ask people or let them know. Consider the following situations: When you were good friends with your mate you took a digital photo of them at a party looking really dopey. You have fallen out with them now as they were really nasty to you at school. Another friend says you could e-mail the photo to all her friends. What do you do and why? *(This would not be illegal, but it wouldn't be the right thing to do. It could certainly be interpreted as bullying).* A friend sends you a photo of themselves via email or another service. You think the picture is funny and you want to share it with friends outside the school. What should you do? *(This photograph is not yours to share. Keep it to yourself).* You are having a sleepover with your mates. You take some very silly photos and send them to your class via bwjsapps. In the morning you wish you hadn't sent the pictures. What can you do? *(If the pictures are on bwjsapps, your teacher would be able to remove them. However, you should think more carefully about this situation – it would have been far better not to send them in the first place. If you send pictures like this via another website, it will be much harder to remove them.)* You have really enjoyed an event at school, and your teacher has put photos of this event onto bwjsapps. You want to download them and

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				e-mail them to some friends from another school. Is this okay? *(No. We ask for permission before we put photos of you on bwjsapps, or on the school website. That permission does not extend to the photos being used elsewhere. This is covered in the school AUP).* **After this session, ensure that children have read the AUP, and collect their signatures.**
2	To consider issues around social networking.		- Personal information should always be kept away from online spaces. Children should have an understanding of what privacy means online.	Remind children of the 'Jigsaw' video seen in Year Five (the video about Becky and the information she placed online). What key messages can children remember from this video? Spend some time looking at 'Ali's Personal Online Space' here: https://www.thinkuknow.co.uk/8_10/cybercafe/Cyber-Cafe-Base/ Allow time for discussion of issues at the end.
3	To consider issues around mobile phones.		- Mobile phones (and other forms of messaging) are useful, but can be abused. Children need to know how to deal with a range of messages.	Spend some time looking at Chloe's mobile phone area here: https://www.thinkuknow.co.uk/8_10/cybercafe/Cyber-Cafe-Base/ Look at some of the text message examples from the thinkuknow website and discuss how they could be dealt with.

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BWJS COMPUTING

4	To manage my bwjsapps inbox.	- Add a website to your favourites. - Send an e-mail. - Reply to an e-mail. - Forward an e-mail. - Delete an e-mail. - Change a theme in gmail. - Change a password.	- Passwords should be kept private and should be difficult to guess.	Log on to the school network. Go to bwjsapps.co.uk in your browser. Add to favourites (if not already there). Log in to your account (reset passwords if necessary). Remind children how to send an e-mail, reply to an e-mail, forward an e-mail and delete an e-mail. Allow children time to do each of these things, and in particular, to tidy up messages from previous years. Children can have time to experiment with inbox themes if completed. Discuss password safety. What makes a good password? Good passwords may contain numbers or special characters, but if children want their own password, the best bet is probably to choose two unrelated words and combine them. Allow children to change their password IF they think they will be able to remember their choice (you'll need to consider how much allowance you want to make for resetting passwords!)
5	To comment on a blog post.	- Sign into an online account. - Leave a comment on a blog post.	- Revision of discussion from first session. - Logging in means you don't have to supply a name and an e-mail address every time you want to comment.	**NB – Before this session, there will need to be some posts on your blog which can be commented on.** Visit the class blog and add it to your favourites. Log in to the blog and explain why this is a good idea when you are leaving comments. Upload your avatar (from last week) via 'Edit my profile'. Show children how to comment, and encourage them to post longer, good quality posts rather than lots of pointless ones. (If your class is set up for Quadblogging, this would be a good opportunity to have a go.)
6	To write a blog post.	- Write a blog post. - Put a blog post into a category.	- Revision of discussion from first session. Remember that blog posts are public, so be very careful about personal information. Explain the process of moderation.	**NB – This session relies on having something good to post about, probably something curriculum based.** Visit the class blog. Log in if needs be. Demonstrate how to write a blog post. - Post title - Post text - Assigning the blog to a category. Give children the opportunity to write their own blog post. When complete, give them the chance to comment on each other's posts.

7	To write a comment on a different blog.	- Write a blog comment.	- Revision of previous discussion. How do we interact with people we don't know?	Look at some blogs from different schools (through Quadblogging if you're signed up – if not, choose some local schools). Why is commenting on these blogs different to commenting on our own class ones? We have no established relationship with the people we're communicating with, so our messages should reflect that. How should we structure our comments? - Introducing ourselves. - Responding to the post well. - Asking a question. What level of detail about ourselves should we use? (First name only, etc).
8	To embed a picture in a blog post.	- Copy and paste code to a blog post.	- We need to think about pictures we upload to the internet, especially in a public context. - Images need to be 'safe' – no identifiable shots of children. - We need to have the right to use images we upload. If we have taken an image from somewhere else, we should attribute the source.	**NB: Before this lesson, take photographs of something that has happened in school and upload them to a gallery in Picasa.** Remind children how to write a blog post. Explain that, as 'Contributors', they are not able to upload images directly to the blog, but they are able to embed media from elsewhere. Demonstrate how to do this using images from a Picasa gallery. Children to write a blog post about something that has happened in school, and add a photo.

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