To recognise that a keyboard is used to enter text into a computer

To use letter, number, and Space keys to enter text into a computer

To recognise that the Shift key changes the output of a key

To use punctuation and special characters

To recognise that text can be changed

To recognise that the appearance of text can be changed

To recognise that text can be edited

To use the Backspace key to remove text

To position the text cursor in a chosen location

To use Undo

To select text

To choose options to achieve a desired effect

To consider the impact of choices made

To change the appearance of text on a computer

Key:

Concept

Skill