

Lesson 4: Making changes to writing

Year 1 – Creating Media – Digital writing

Lesson 4: Making changes to writing

Lesson objective: To make careful choices when changing text

- I can select a word by double-clicking
- I can select all of the text by clicking and dragging
- I can change the font

Lesson 4: Making changes to writing

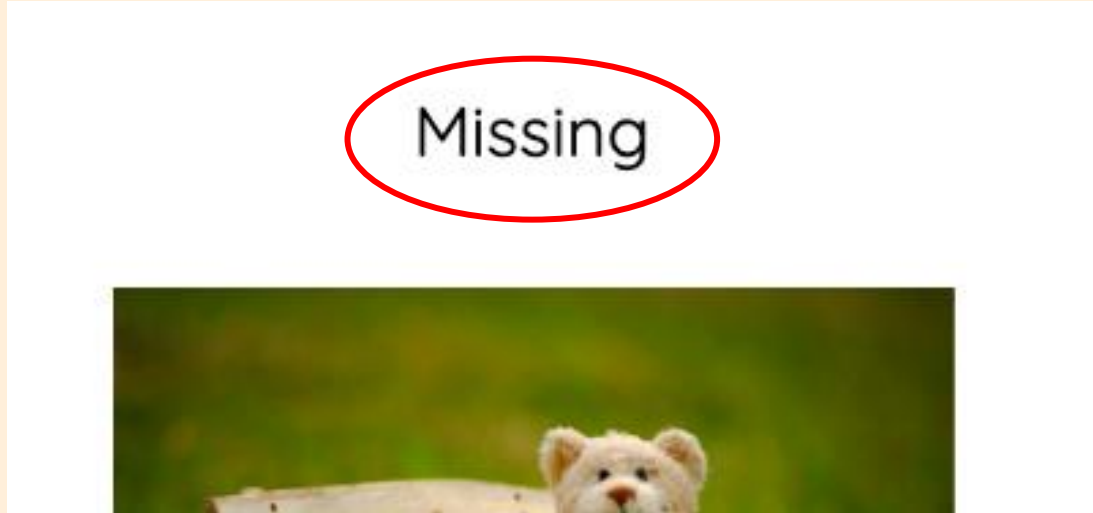
Key vocabulary

- Word processor
- Keyboard
- Keys
- Mouse
- Cursor
- Select
- Font
- Toolbar
- Google Docs
- Microsoft Word

Log in to the computer



Think, pair share



What is this part at the top of the page?

Think, pair, share

What tools from the toolbar could you use to make it stand out?

B

U

I

Missing



This is Ted. He has two black eyes. Ted has soft brown fur. Ted is small.

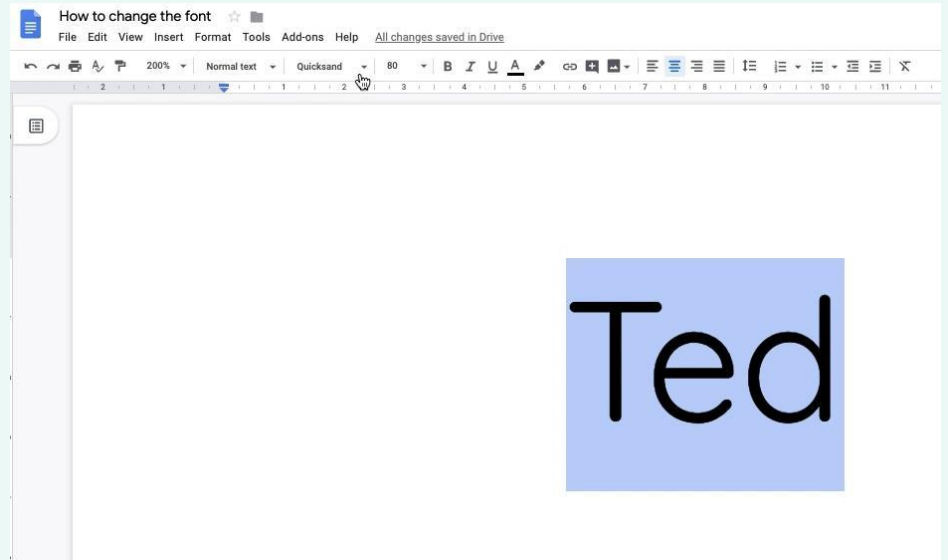
Your turn!

Have a go at changing the title of your own lost toy poster.

Remember to double-click to make it quicker!

Think, pair, share

What else could you do to the writing?



Missing

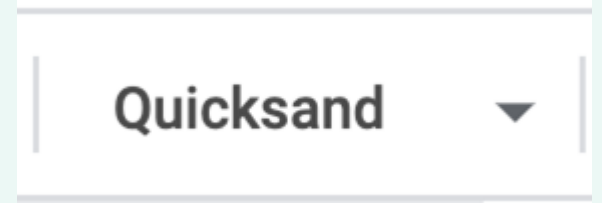


This is Ted. He has two black eyes. Ted has soft brown fur. Ted is small.

Your turn!

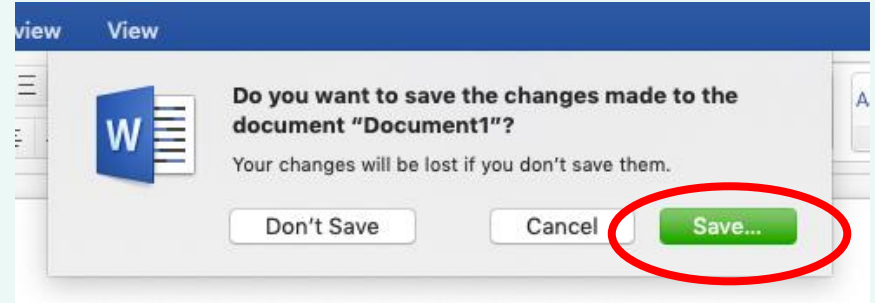
Use your mouse to select all of the text.

Pick a different font.



Time to finish!

- Click “Save...”
- Log off your computer



With a partner...

Look at the word on the next page and talk to your partner about which toolbar button has been used to change the text.



Answer: italic

Teddy

What tool has been used to change the writing?

Answer: bold

Teddy

What tool has been used to change the writing?

Answer: the font

Teddy

What tool has been used to change the writing?

Answer: underline

Teddy

What tool has been used to change the writing?

How confident are you? (1-3)

- I can select a word by double-clicking
- I can select all of the text by clicking and dragging
- I can change the font

3 - Very confident



2 - Unsure



1 - Not confident



Next lesson

In this lesson, you...

Selected writing to make it easier for you to change things more quickly. You also looked at different buttons on the toolbar to explore what they do to the writing.

Next lesson, you will...

Decide if the changes that you have made have improved your writing, and use 'undo' to remove the changes if not. You will also say what tool you have used to change the look of the writing.