Online Safety: Communication
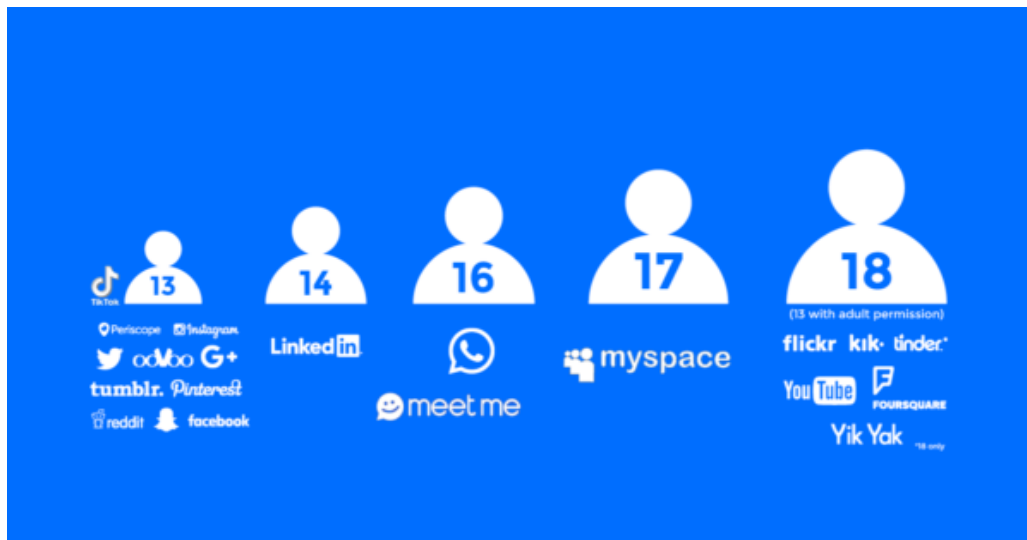
Communication	People communicate online by phoning, video calling, instant messaging through a variety of websites and apps
Social Media	Social Media is used to communicate with each other. The minimum age limit for social media is 13+
Permanency	All online communication is permanent and leaves a digital footprint
Exploitation	Taking advantage of someone
Befriend	Attempt to become your friend
Manipulate	Getting someone to do something they do not want to do

Safe – Keep your personal information safe

Meet – Never meet someone you have met online in person

Accept – Don't accept something from someone you do not know

Reliable - Not everything you read is reliable

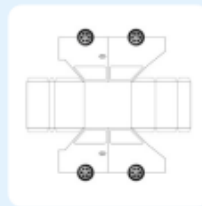**Tell -** Tell someone if there is an issue

3D Modelling

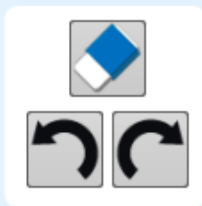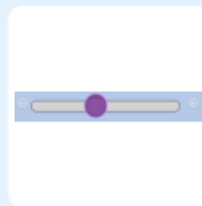| CAD	Computer Aided Design -Using a Computer to help design objects
3D Printing	Making a physical three-dimensional digital model
Net	What a 3D shape would look like if it was opened out and flat
Template	A model for others to copy and edit
2D	Something that only has two dimensions; height and width
3D	Something that has three dimensions; height, width and depth

2D Image

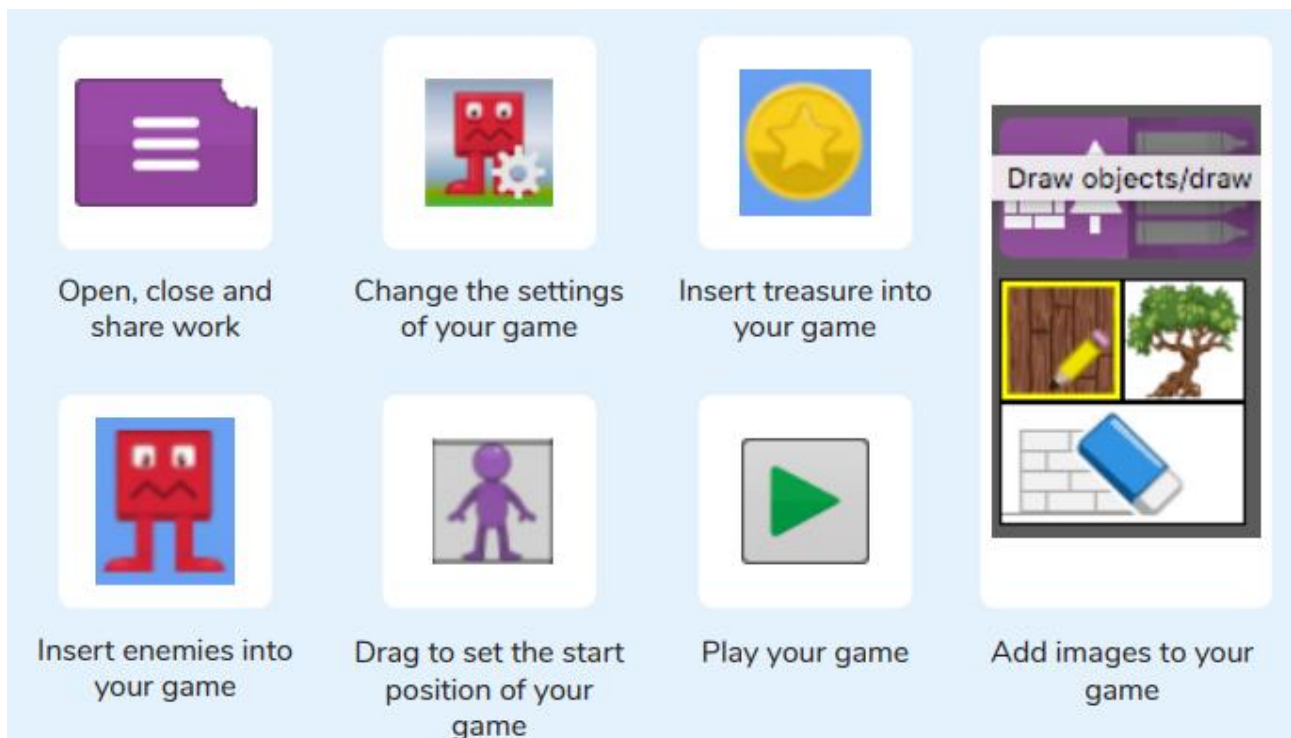3D Image

Net View

Colour Palette

Clear, Undo and Redo

Fill Options

Magnify

Game Creator

Animation	Creating an illusion of movement
Customise	Modify (something) to suit an individual or task
Computer Game	A game played using a computer
Interactive	Responding to a user's input
Screenshot	An image of the data displayed on the screen of a computer or mobile device
Texture	Detail or colour information on a computer-generated graphic
Perspective	Representing 3D and 2D objects giving impression of height, width and depth
Playability	A measure of how easily something can be played

Open, close and share work

Change the settings of your game

Insert treasure into your game

Draw objects/draw

Insert enemies into your game

Drag to set the start position of your game

Play your game

Add images to your game

Microsoft Excel

Formula Box

Cell Info

	A	B	C	D	E	F
1	**Attraction**	**Location**	**Travel duration**	**Distance in miles**	**Cost per mile**	**Journey cost**
2	Alton Towers Theme Park	Staffordshire	1:47:00	86.1	£0.12	£10.33
3	Harry Potter Studio Tour	Watford	3:38:00	207	£0.12	£24.84
4	National Space Centre	Leicester	2:22:00	130	£0.12	£15.60
5	Buckingham Palace	Westminster	4:00:00	232	£0.12	£27.84
6	Science Museum	London	3:56:00	233	£0.12	£27.96
7	LEGOLAND®	Windsor	3:39:00	218	£0.12	£26.16
8	Edinburgh Zoo	Edinburgh	4:00:00	228	£0.12	£27.36
9	Sea Life	Brighton	4:41:00	283	£0.12	£33.96
10	Splashdown Water Park	Poole	4:34:00	276	£0.12	£33.12
11	Billy Bobs	Yorkshire	1:42:00	77.2	£0.12	£9.26
12	Total					

Autosum

Cell

Click and Drag

Creating a Formula

+	-	*	/
Add	**Subtract**	**Multiply**	**Divide**

Every formula begins with an equal sign
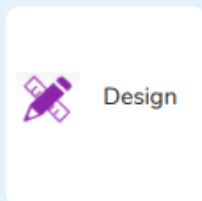
Use the operation symbol you want
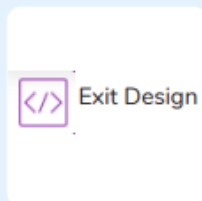
=b4*C4

Click on the cells you want to include

Coding

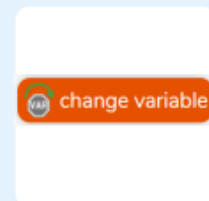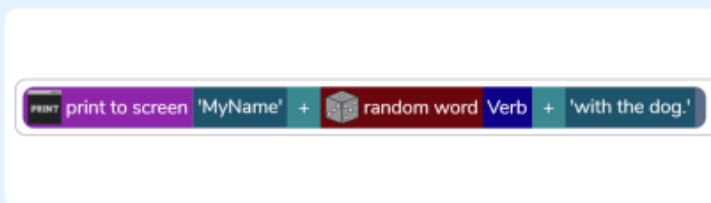|	
Abstraction	Removing unnecessary details in code
Concatenation	Linking variables together using numbers
Decomposition	Breaking down code in to manageable chunks
Function	A block or sequence of code that you can access when you nee it
Nesting	Placing coding commands inside other commands
Simplify	Changing code to make it simpler

Open design mode in 2Code.
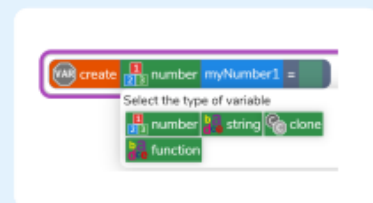
Switch to code mode in 2Code.
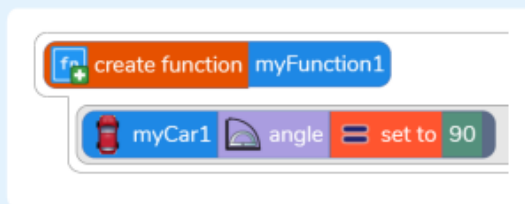
Add a new Tab to your code
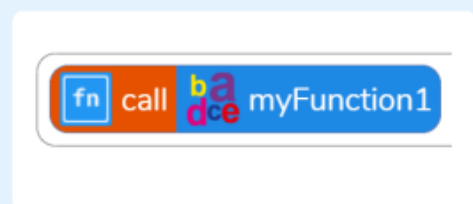
A change variable block.

Example of combining variables and strings to print to the screen

Creating a variable in 2Code
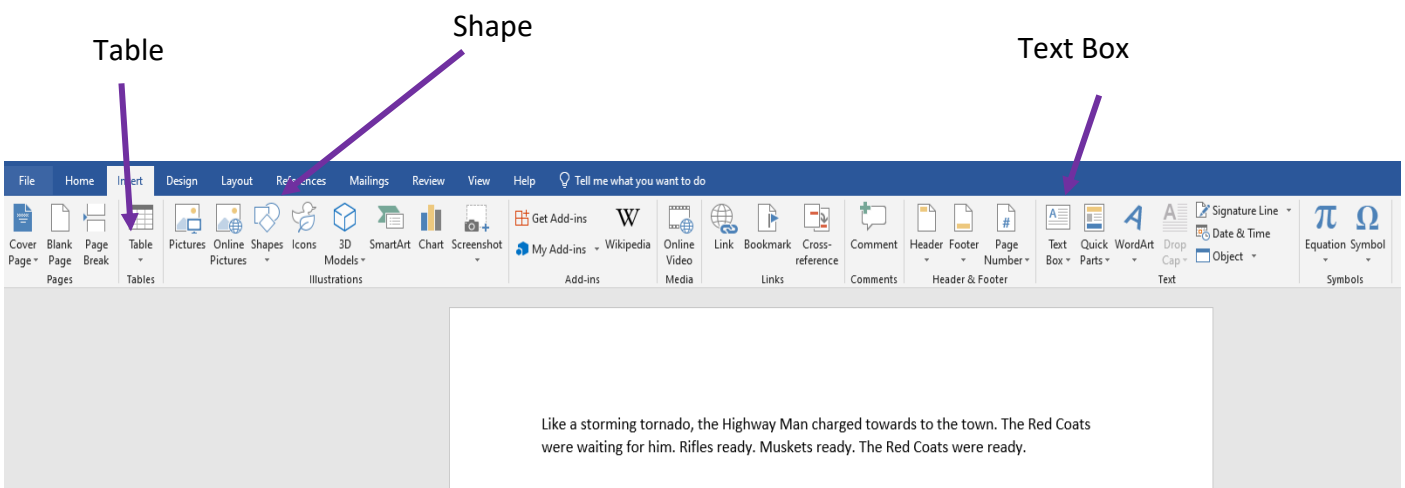
Creating a function in 2Code

Calling a function in 2Code

Microsoft Word

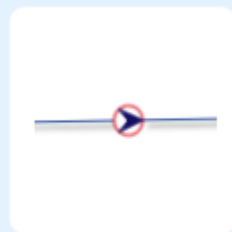| Text Box	An isolated box to insert text
Table	Used to show numerical data
Shape	Feature used to design a shape on a document
Purpose	Considering what the use is of the feature being used

Table

Shape

Text Box

Like a storming tornado, the Highway Man charged towards to the town. The Red Coats were waiting for him. Rifles ready. Muskets ready. The Red Coats were ready.

Concept Map

Concept	An idea in the form of a question
Collaborate	Participating in an activity with more than one person working together
Story mode	Using a concept map to create a piece of text
Concept Map	A tool for organising and representing knowledge in the shape of a web
Node	A way to represent concepts or ideas
Connection	The link between two modes
Presentation Mode	A mode on 2Connect where nodes and connections are revealed

Node	Connection	Resize node	Edit node
Show story	Begin Presentation	Collaboration Off	Collaboration On