Year 2 Posters

Westfield Primary School

You have already learnt…

You have used Microsoft Word in Year 1 and in the Autumn term to type and learn how to change your writing to make the size and font different. You have used pictures to make your work look better in Year 1 and Year 2. You have designed posters in other lessons and seen them around school.

This is Kiddle, the search engine to use to find information. This is designed for children.

Kiddle
Safe visual search engine for kids

Google Custom Search

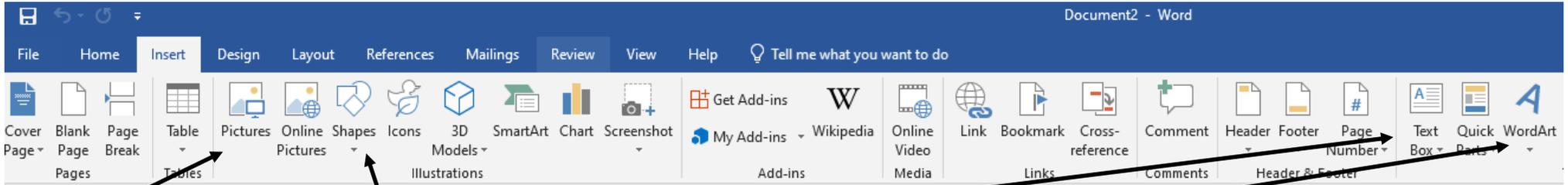| Web | Images | Kimages | News | Videos | Kpedia |

Key Knowledge

On **Microsoft Word** you can add **pictures** and **shapes** to make your work stand out. You can add a **text box** to type into so that you can move your writing around. You can also use **Word Art** to create interesting titles that will stand out.

Key Skills

- Use the internet to gain simple information safely
- Know how to insert images to present information in a document
- Understand how to select and insert an appropriate image into a document
- Understand how to take and record simple images and audio recordings

Copy

Paste

You can click this to see pictures that you can copy

Document2 - Word

| File | Home | Insert | Design | Layout | References | Mailings | Review | View | Help | Tell me what you want to do |

Cover Page · Blank Page · Page Break | Pages

Table | Tables

Pictures · Online Pictures · Shapes · Icons · 3D Models · SmartArt · Chart · Screenshot | Illustrations

Get Add-ins · My Add-ins · Wikipedia | Add-ins

Online Video | Media

Link · Bookmark · Cross-reference | Links

Comment | Comments

Header · Footer · Page Number | Header & Footer

Text Box · Quick Parts · WordArt

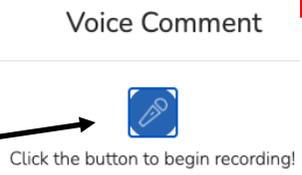This is what you will click to get pictures onto your work

This will let you add different shapes to your posters

This will let you create a box to type any information into

This will let you choose word art, which is titles with different patterns and designs

You can use the **camera** app on the ipads to upload photos to **Seesaw**, then record relevant audio comments using the **microphone icon**.

Voice Comment

Click the button to begin recording!

Photo

Seesaw

Next you will learn…

In Year 2 you will do another unit on typing, where you practise these skills and learn about more fonts, and how to change the size of your text.

Word	Definition
Text Box	This is a box that you can draw on your word document and then type into
Word Art	Titles that look fancy and different that you can use on your posters to make them stand out
Shapes	You can draw different shapes on your document and change their colours
Pictures	You can copy these from the internet or a file to put onto your document