



Digital Skills Curriculum Plan Overview

Digital Skills			
Term	Topic	Learning	How can parents' best support
Autumn 1		<ul style="list-style-type: none"> Getting started with Google Docs and Drive Getting started with Google Slides and Classroom Getting started with Google Sheets and Forms Getting started with Google Jamboard and Gmail Getting started with Google Calendar and Meet Getting started with Google Sites and Keep 	Ask your young person to show you what they have learned in school. Encourage home and independent learning tasks.
Assessment:		Practise exam paper	
Autumn 2	R081: Pre-production skills	<ul style="list-style-type: none"> Next steps with Google Docs and Drive Next steps with Google Slides and Classroom Next steps with Google Sheets and Forms Next steps with Google Jamboard and Gmail Next steps with Google Calendar and Meet Next steps with Google Sites and Keep 	Ask your young person to show you what they have learned in school. Encourage home and independent learning tasks.
Assessment:		Practise exam paper	
Spring 1	R081: Pre-production skills	<ul style="list-style-type: none"> Going further with Google Drive Going further with Google Docs Going further with Google Slides Going further with Google Classroom Going further with Google Sheets Going further with Google Forms 	Ask your young person to show you what they have learned in school. Encourage home and independent learning tasks.
Assessment:		External exam/Coursework	
Spring 2	R081: Pre-production skills	<ul style="list-style-type: none"> Going further with Google Jamboard Going further with Gmail Going further with Google Calendar Going further with Google Meet Going further with Google Forms Going further with Google Sites 	Ask your young person to show you what they have learned in school. Encourage home and independent learning tasks.
Assessment:		Coursework	
Summer 1	R081: Pre-production skills	<ul style="list-style-type: none"> Putting workspace skills into practice 	Ask your young person to show you what they have learned in school. Encourage home and independent learning tasks.
Assessment:		Coursework	