



Attainment Band:	E-Safety and Microsoft Products	
	Knowledge and Understanding	Skills
Yellow Plus	<ul style="list-style-type: none"> Understands the advantages and disadvantages of cloud storage. Understands the different types of malware. Understand the term cyberbullying and can give advice preventing this. 	<ul style="list-style-type: none"> Able to create all tasks to a high standard. Able to create a report evaluating what has being learnt.
Yellow	<ul style="list-style-type: none"> Understands the importance of having a strong password. Understand how to deal with difficult situations. Understands and can explain prevent. 	<ul style="list-style-type: none"> Able to spell check and amend a word document accurately. Able to use the MAX and MIN Functions.
Blue	<ul style="list-style-type: none"> Understand the benefits of animations and transitions Understand the term consistency. Understand the purpose of creating a chart. Understands the potential dangers of using social media. 	<ul style="list-style-type: none"> Able to add transitions in different pieces of software. Can use two different functions in Microsoft Excel. Able to amend timings in Windows Movie Maker. Able to create a chart in Microsoft Excel. Able to create a piece of work explaining cyber bullying.
Green	<ul style="list-style-type: none"> Understands why we use formulas in Microsoft Excel. Understands what social Media is. Understands the benefits of using social media. 	<ul style="list-style-type: none"> Able to add animation in different pieces of software. Able to identify cells, rows and columns in Microsoft Excel Able to add text in different pieces of software. Can use a formula to add values together in Microsoft Excel.
White	<ul style="list-style-type: none"> Understands the importance of saving work. Understands the importance of being safe online. Able to state 2 social media websites. 	<ul style="list-style-type: none"> Able save work to OneDrive and name it appropriately. Able to download work from OneDrive. Able to add images on different software. Able to add text to a word document.