

Knowledge Organiser for Year 3

Big question: How can we use text, images, and design choices to create clear and effective messages for different audiences?

KS2 National curriculum specification

- Use search technologies effectively, appreciate how results are selected and ranked, and be discerning in evaluating digital content
- Select, use, and combine a variety of software (including internet services) on a range of digital devices to design and create a range of programs, systems, and content that accomplish given goals, including collecting, analysing, evaluating, and presenting data and information



In this unit, the children will:

- Recognise how text and images convey information.
- Recognise that text and layout can be edited.
- Choose appropriate page settings.
- Add content to a desktop publishing publication
- Consider how different layouts can suit different purposes.
- Consider the benefits of desktop publishing.

Key vocabulary:

Publishing	Sharing information or content so that others can read or see it.
Text	Words that are written or typed.
Images	Pictures or photos used to show ideas or information.
Font	The style of the letters and numbers in text.
Templates	Pre-designed layouts that help you start creating something quickly.
Orientation	The way a page is turned: portrait (tall) or landscape (wide).
Placeholders	Empty spaces in a template where you can add text or images.
Software	A program that runs on a computer or device to do a task.
Purpose	The reason why something is made or used.
Audience	The people who will read or see your work.

Layout of A Page

When desktop publishing, we consider how we can lay out a page in the most interesting, eye-catching, and appropriate ways, to suit our purpose and audience.

The title should be large, bold and clear. It is normally the largest text on the page. →

Consider which font you will use – different fonts create different ideas and feelings. →

What is the main story of the magazine? How can you sum the story up in a few words? →



Think about how different colours make us think and feel. ←

Think about where you will put the date and price of the magazine – this is important information! ←

Magazines are normally in portrait orientation. Think about how you lay out text and images. ←

Text Tools

The toolbar is the row of buttons above your document. Tap the buttons to insert objects (like shapes, charts and tables), format text and objects, undo and redo changes, and more.

B I U These tools can change the text. **B** = bold. **I** = italics. **U** = underline.



Format and style text.

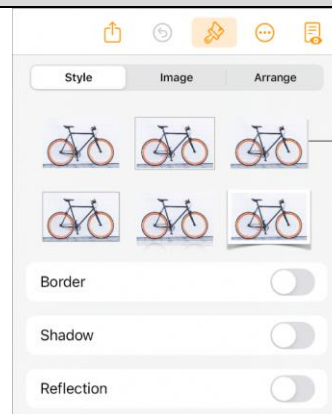
All templates include preset paragraph styles for elements like titles, headings, and lists. Using paragraph styles helps you keep formatting consistent throughout your document, giving it a clean, professional look.

Image and Layout Tools



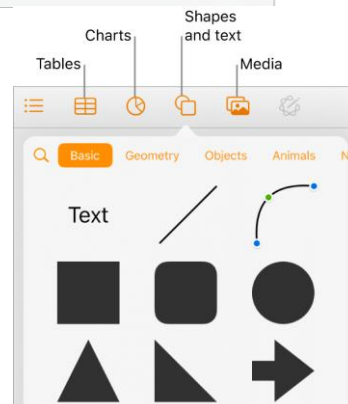
Express ideas with photos.

Add a photo to your document, drag it wherever you like, and watch text magically wrap around it. Photos can help you enhance your text and bring ideas to life.



Show it with shapes.

Choose from hundreds of included shapes that you can customize however you like. Or combine existing shapes to create your own custom shape, and save it for later use. Use shapes to support your writing with diagrams and illustrations, or simply to add a decorative touch to your document.



Teacher Subject Knowledge:

Prior Knowledge	This unit progresses learners' knowledge and understanding of using digital devices to combine text and images building on work from the following units; Digital Writing Year
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	1, Digital painting Year 1, and Digital Photography Year 2.
Information for each lesson	Learners will become familiar with the terms 'text' and 'images' and understand that they can be used to communicate messages. They will use desktop publishing software and consider careful choices of font size, colour and type to edit and improve premade documents. Learners will be introduced to the terms 'templates', 'orientation', and 'placeholders' and begin to understand how these can support them in making their own template for a magazine front cover. They will start to add text and images to create their own pieces of work using desktop publishing software. Learners will look at a range of page layouts thinking carefully about the purpose of these and evaluate how and why desktop publishing is used in the real world.
Subject knowledge	<p>Experience of using desktop publishing packages will support your delivery of this unit, however all of the skills the learners will be using are demonstrated throughout the unit. You will need to recognise the different ways in which information can be presented on a page (letters, postcards, posters etc.) and the different purposes each of these formats are used for. Additionally, you will need to have an understanding of the advantages of using text, images, or both to communicate messages.</p> <p>Within your chosen desktop publishing software, you will need to be confident in showing pupils how to change font size, colour, and style, guidance is provided within the slides for this unit. You will also need to know how to create templates using placeholders, as well as an awareness of the additional tools available to you. The ability to share files with your learners, either via Google Drive or on your school's network, would support the delivery of this unit.</p> <p>You should be aware of your school's procedures relating to children searching for images and how to report any issues.</p> <p>It would be beneficial to have an understanding of the places that desktop publishing software is used in the real world, and some knowledge of the benefits of using desktop publishing application</p>
Links to learning content	<ul style="list-style-type: none"> • See One Drive for curriculum overview and PowerPoint: Year 3. • Pages for iPad Guide: Pages User Guide for iPad – Apple Support (UK) • Apple Teacher Certification