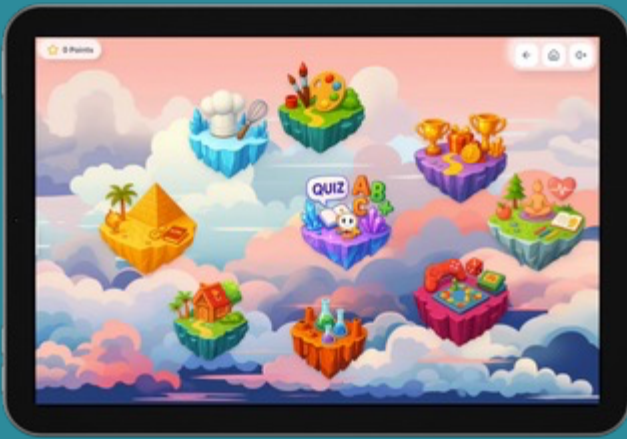


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Creating Digital Texts - Foundation

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Digital Text Toolkit

Preview



TYPE

Type letters and words.

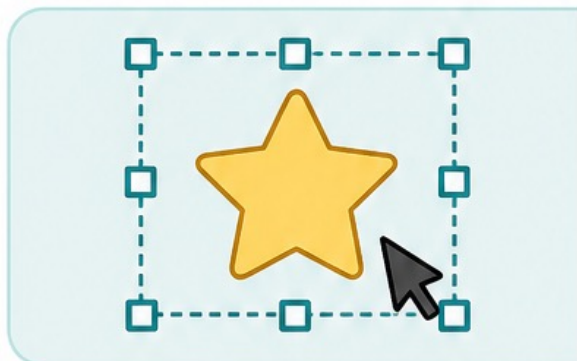
Preview



SCROLL

Scroll to see more.

Preview



SELECT

Select an object first.

Preview



CHOOSE

Choose a menu option.



PLAN -



CREATE -



CHECK -



SAVE

Keyboard Explorer



SPACE BAR
makes a space



BACKSPACE
removes the last letter



ENTER
starts a new line



ARROW KEYS
move the cursor



physical keyboard



touchscreen keyboard

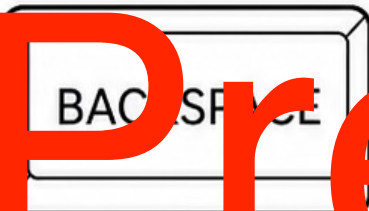
Keyboard Key Match

Name: _____

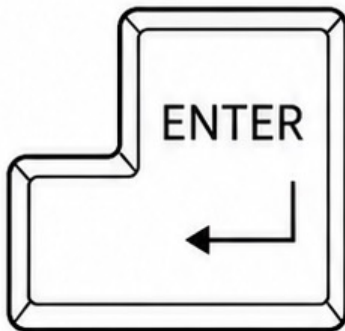
Draw a line from each key to its job.



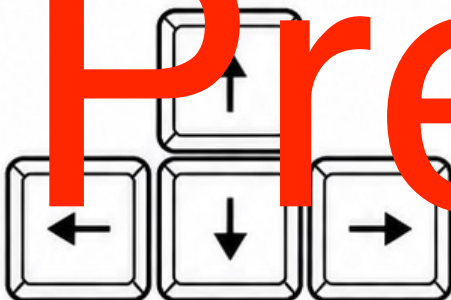
makes a space



remove the last letter



starts a new line



ARROW KEYS

moves the cursor

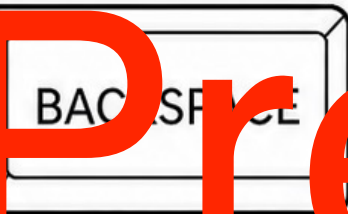
Keyboard Key Match

Name: ANSWER

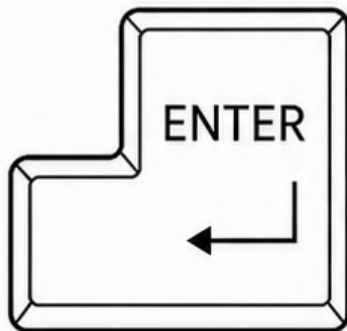
Draw a line from each key to its job.



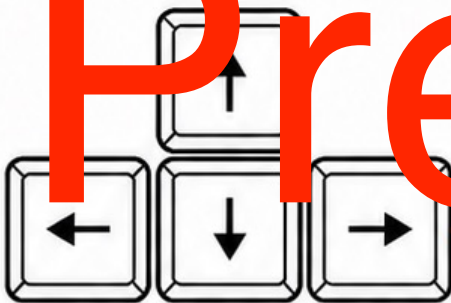
makes a space



remove the last letter



starts a new line



ARROW KEYS

moves the cursor

Type and Space

Name: _____



A. Circle the sentences with spaces.

I see a cat.

Iseeacat.

We can type.

Wecantype.

The sun is hot.

Thesunishot.

B. Draw a space mark between the words.

mydogruns

Ilikeed

weplaytoday

Type and Space

Name: _____

ANSWERS



A. Circle the sentences with spaces.

I see a cat.

Iseeacat.

We can type.

Wecantype.

The sun is hot.

Thesunishot.

B. Draw a space mark between the words.

mydogruns | my dog runs

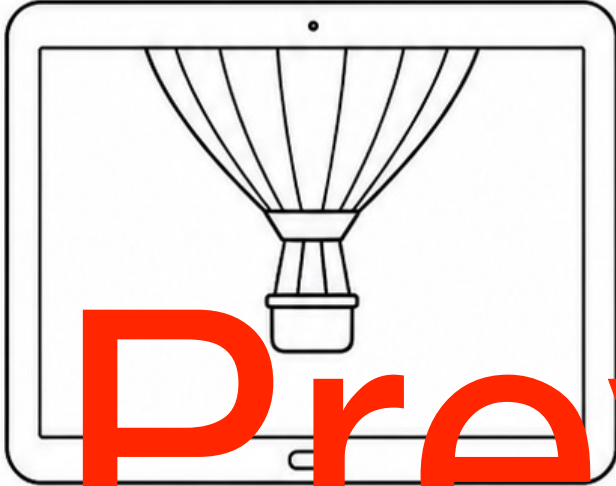
Ilike red | I like red

weplaytoday | we play today

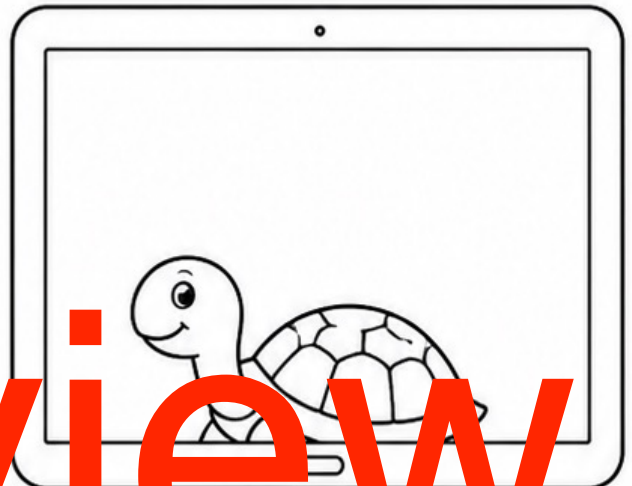
Scroll and Find

Name _____

Circle the direction you would scroll to find the whole object.



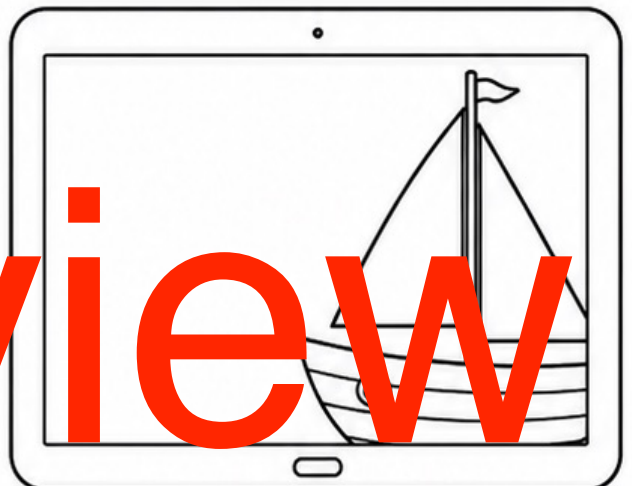
UP DOWN LEFT RIGHT



UP DOWN LEFT RIGHT



UP DOWN LEFT RIGHT



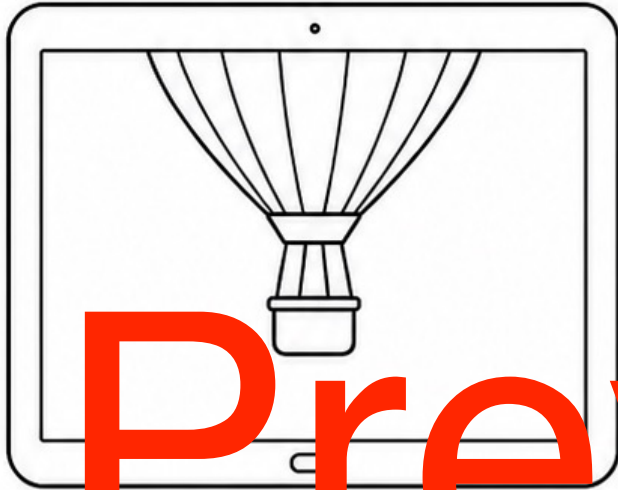
UP DOWN LEFT RIGHT

Scroll and Find

Name _____

ANSWERS

Circle the direction you would scroll to find the whole object.

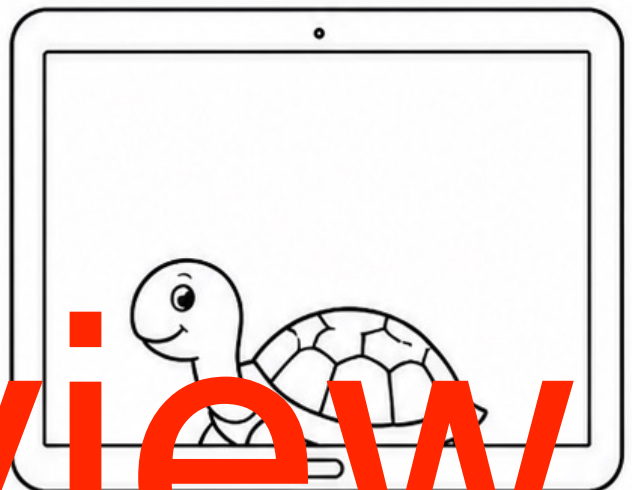


UP

DOWN

LEFT

RIGHT



UP

DOWN

LEFT

RIGHT



UP

DOWN

LEFT

RIGHT



UP

DOWN

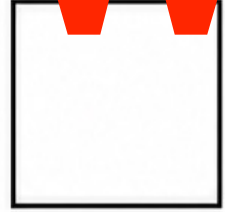
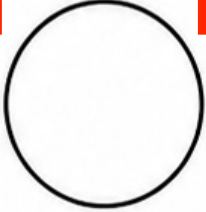
LEFT

RIGHT

Select, Move and Resize

Names: _____

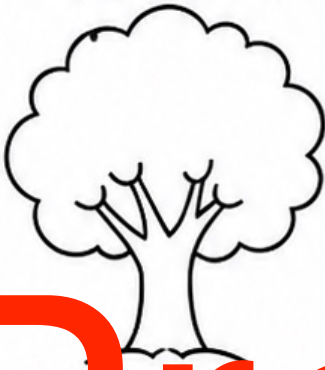
1. Draw a selection box around the star.



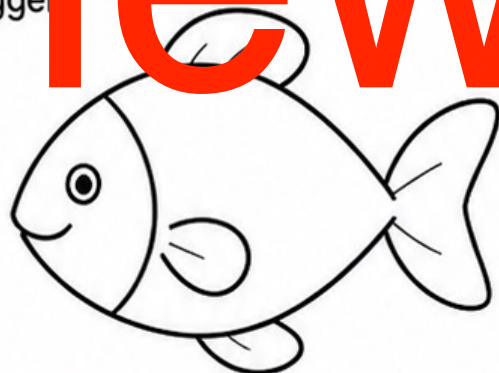
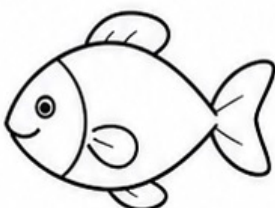
2. Draw an arrow to move the ball into the basket.



3. Circle the picture that has been resized smaller.



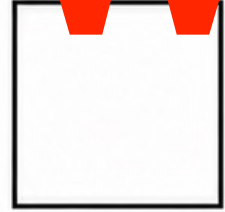
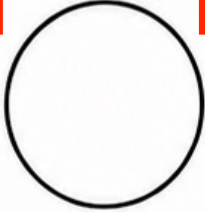
4. Circle the picture that has been resized bigger.



Select, Move and Resize

Name: _____

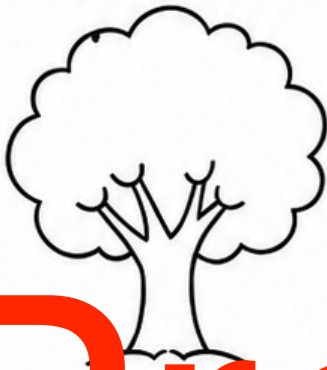
1. Draw a selection box around the star.



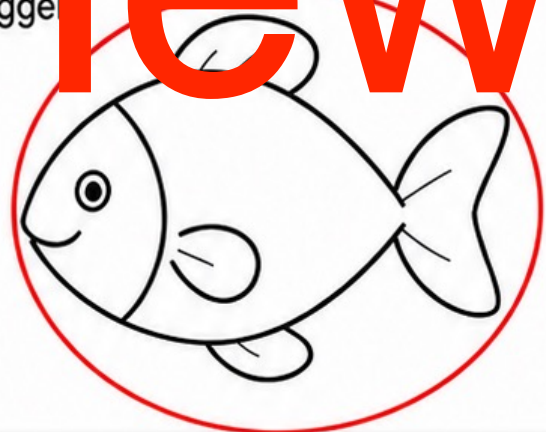
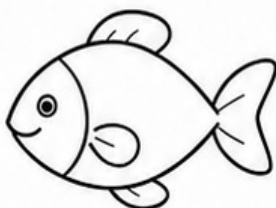
2. Draw an arrow to move the ball into the basket.



3. Circle the picture that has been resized smaller.



4. Circle the picture that has been resized bigger.



Menu Choices

Name _____

Write the menu action that would make each change.

WORD BANK		
FONT SIZE	FONT COLOUR	PICTURE COLOUR

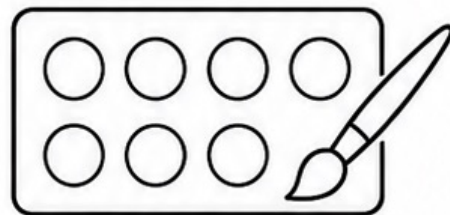
1. Make the word BIG.

small **BIG**

Preview

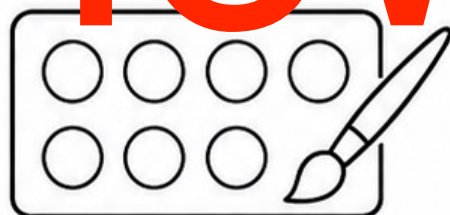
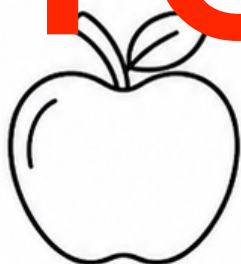
2. Make the word blue.

Aa



Preview

3. Make the apple green.



Menu Choices

Name _____

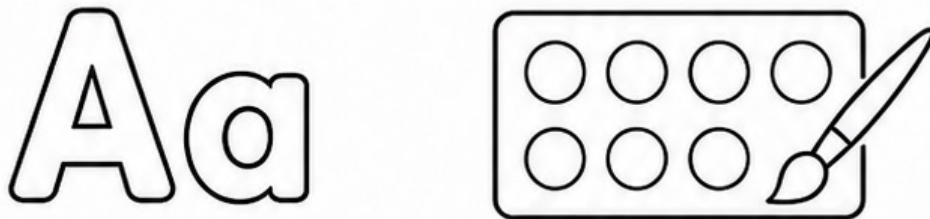
Write the menu action that would make each change.

WORD BANK		
FONT SIZE	FONT COLOUR	PICTURE COLOUR

1. Make the word BIG.

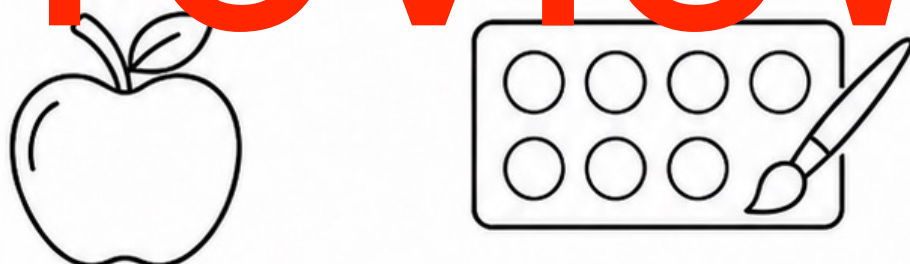
small BIG
_____ FONT SIZE

2. Make the word blue.



_____ FONT COLOUR

3. Make the apple green.



_____ PICTURE COLOUR

Click, Drag or Scroll?

Cut out the action cards. Place each card in the matching zone.



CLICK



DRAG



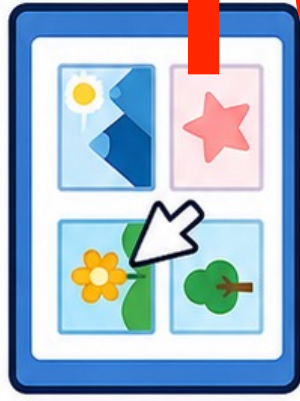
SCROLL

Preview

Preview

Preview

Digital Action Cards



select a picture



open a file



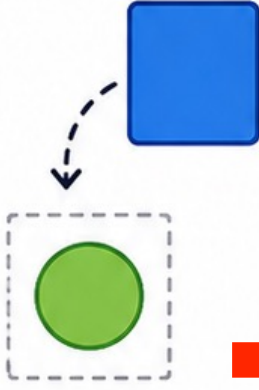
choose a button



move picture



resize a picture



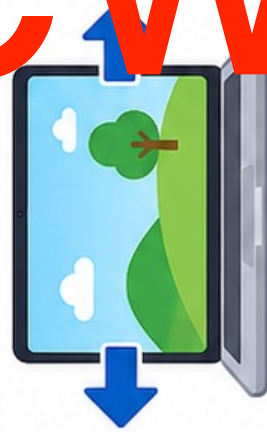
put an item in place



scroll lower on a page



scroll higher on a page



look left or right



type a word



make a space



remove a letter

Build a Digital Story

Use a digital app to make a tiny story.

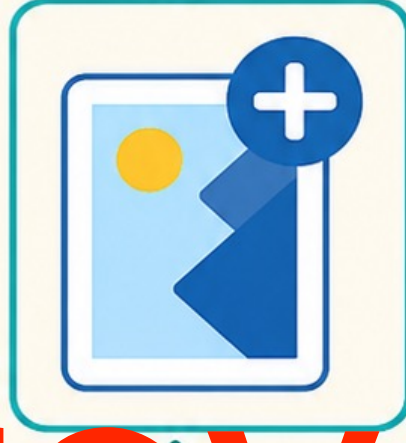
1

Choose a scene



2

Add a picture



3

Type one sentence



4

Check and save



My idea

Story Prompt Cards



A koala finds a hat.



A dog visits the beach.



A frog jumps in the rain.



A bird builds a nest.



A turtle helps a friend.



A cat sees a rainbow.



A possum finds a snack.



A fish explores a reef.

Create a Mini Digital Story



Name: _____

Plan one picture and one sentence for your digital story.

Draw your scene

Preview

My sentence

Preview

- ☐ I chose a scene.
- ☐ I planned a picture.
- ☐ I planned one sentence.

Digital Story Task

Name: _____

Create your story in the app your teacher chooses.

☐

I typed my sentence.

☐

I used icons.

☐

I selected and moved my picture.

☐

I resized my picture.

☐

I used a menu choice.

☐

I checked and saved my work.

Show your story to your teacher.

Creating Digital Texts Rubric

Name: _____

Date: _____

CRITERIA	BEGINNING	DEVELOPING	ADVANCING	CONFIDENT	EXCEEDING
Types letters and simple words	Types with full support.	Types with frequent support.	Types with some support.	Types independently.	Types independently and explains choices.
Uses spaces, backspace and enter	Uses with full support.	Uses with frequent support.	Uses with some support.	Uses independently.	Uses independently and explains choices.
Scrolls, selects, moves and resizes objects	Does with full support.	Does with frequent support.	Does with some support.	Does independently.	Does independently and explains choices.
Plans, creates, checks and saves a simple digital text	Does with full support.	Does with frequent support.	Does with some support.	Does independently.	Does independently and explains choices.

Preview

Preview

Creating Digital Texts

Preview





What is a digital text?

Preview Preview

Words and pictures we make on a device.

We can type, scroll, select and choose.

We can save our work and open it again.

Preview





Our digital tools

Preview Preview

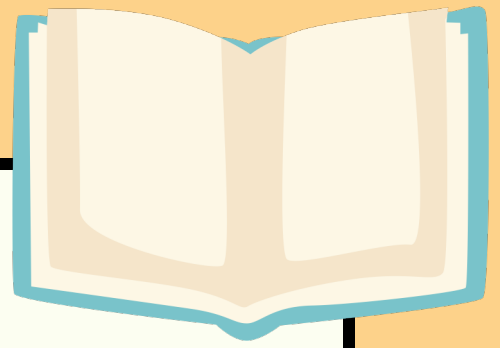
Keyboard: types letters and spaces.

Mouse or touchpad: clicks and drags.

Touchscreen: taps, swipes and scrolls.

Preview





Preview **Safe setup** Preview

Sit where the screen is easy to see.

Use clean, gentle hands.

Ask before opening a new app or file.

Preview





Preview Meet the keyboard Preview

Letter keys make letters.

The space bar leaves a gap.

Backspace removes the last letter.

Preview





Type a short sentence

Preview Preview

Start with a capital letter.

Type one word at a time.

Leave a space between words.

Finish with a full stop.

Preview





Space and backspace Preview Preview

Press SPACE once between words.

Press BACKSPACE to fix one letter.

Try: I see a red fish.

Preview





Preview Preview

Enter and arrow keys

ENTER starts a new line.

ARROW KEYS move the cursor.

The cursor shows where the next letter goes.

Preview





Scroll to see more

Preview Preview

Scroll down to look lower on a page.

Scroll up to look higher.

Some pages also scroll left and right.

Preview





Preview

Select first

Preview

Tap or click an object.

A selection box or handles may appear.

Now the app knows what you want to change.

Preview





Move and resize

Preview Preview

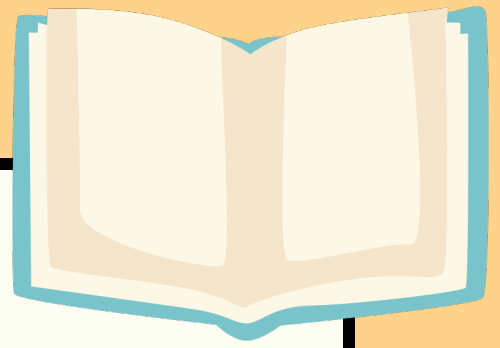
Drag a selected object to move it.

Use a corner handle to resize it.

Keep pictures clear and easy to see.

Preview





Choose from a menu Preview Preview

Menus can change font size or colour.

Menus can also change a picture.

Select first, then choose one option.

Preview





Undo, save and reopen

Preview Preview

UNDO reverses the last change.

SAVE keeps your work.

REOPEN lets you continue later.

Preview





Preview **Plan your story** Preview

Choose one simple scene.

Plan one picture.

Say one sentence aloud before typing.

Preview





Build your digital story

Preview

Add the picture.

Type your sentence with spaces.

Select, move and resize the picture.

Use one menu choice.

Preview





Preview

Check your work

Preview

Can I read every word?

Are the spaces in the right places?

Is the picture easy to see?

Did I save my work?

Preview





Preview **Class challenge** Preview

Create one page about a friendly animal.

Use one picture and one sentence.

Show a partner how you selected and moved it.

Preview





Preview

Preview

Well Done!

Preview



Preview

Preview

Creating Digital Texts Quiz

Preview





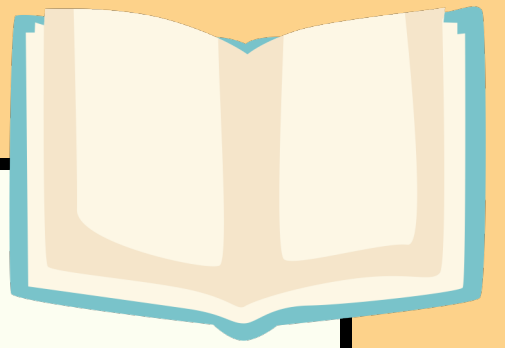
Question 1 – True or False

Preview Preview

A digital text can include words and pictures on a device.

Preview





Preview **Answer** Preview

TRUE

Digital texts can combine words and pictures.

Preview





Question 2 – Choose one

Preview Preview

Which key makes a space between words?

A BACKSPACE

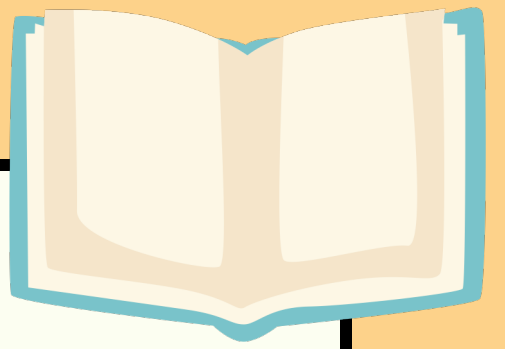
B SPACE BAR

C ENTER

D ARROW KEYS

Preview





Preview Answer ? Preview

B — SPACE BAR

It leaves a gap between words.

Preview





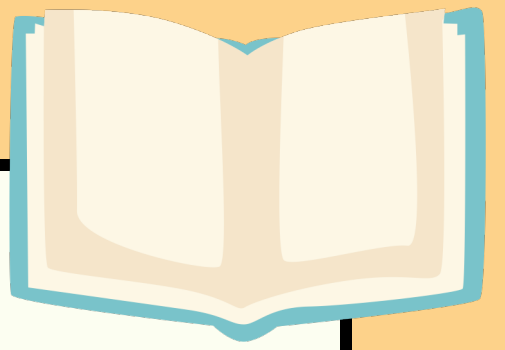
Question 3 – Short answer

Preview Preview

What does BACKSPACE do?

Preview





Preview **Answer 3** **Preview**

It removes the last letter.

Preview





Question 4 – Choose one

Preview Preview

An object is below the screen. Which way should you scroll to see it?

A UP

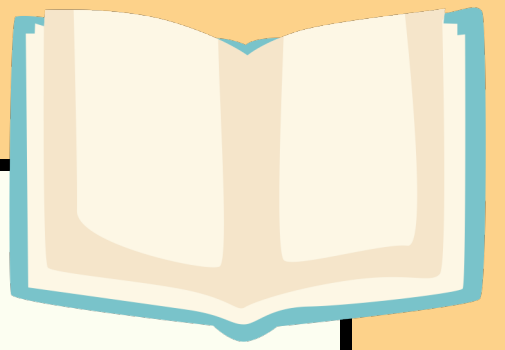
B DOWN

C LEFT

D RIGHT

Preview





Preview Answer 4 Preview

B — DOWN

Scrolling down shows lower parts of the page.

Preview





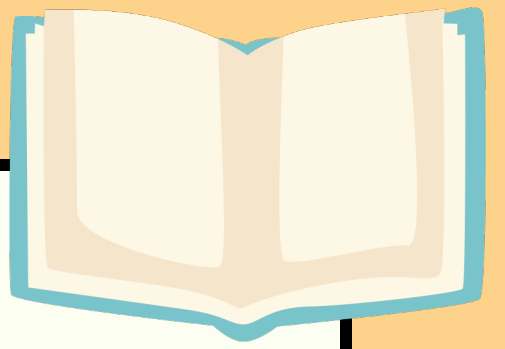
Question 5 – True or False

Preview Preview

Select an object before you move or resize it.

Preview





Preview Answer 5 Preview

TRUE

Select first, then make the change.

Preview





Question 6 – Choose one

Preview Preview

Which action moves a picture to a new place?

A TYPE

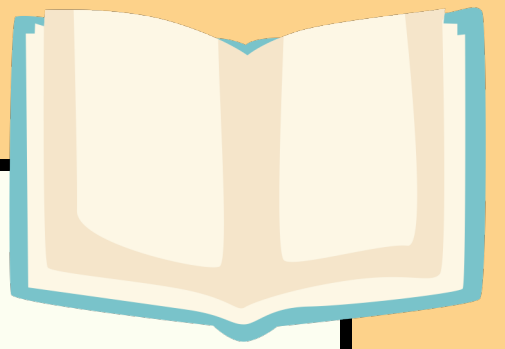
B DRAG

C SAVE

D ENTER

Preview





Preview Answer 6 Preview

B — DRAG

Dragging moves a selected picture.

Preview





Question 7 – Short answer

Preview Preview

Name one menu choice you could use to change a word.

Preview





Preview Answer 7 Preview

FONT SIZE or FONT COLOUR

Either answer is correct.

Preview





Question 8 – Choose one

Preview Preview

Which button can reverse the last change?

A UNDO

B SAVE

C SCROLL

D ENTER

Preview





Preview Answer & Preview

A — UNDO

Undo reverses the last change.

Preview





Question 9 – True or False

Preview Preview

Saving your work helps you open it again later.

Preview





Preview Answer & Preview

TRUE

Saving keeps your work for later.

Preview





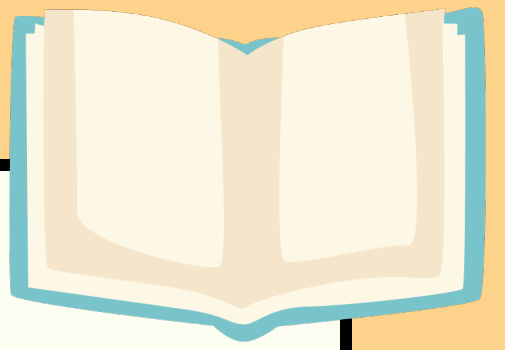
Question 10 – Short answer

Preview Preview

What two things will you create in a mini digital story?

Preview





Preview **Answer 10** **Preview**

One picture and one sentence.

Preview





Preview

Preview

Well Done!

Preview

