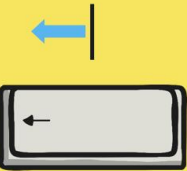


Year 2 Computing

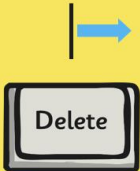
Computing

Word processing and Data

1. Backspace removes the letter before the cursor.



2. Delete removes the letter after the cursor.



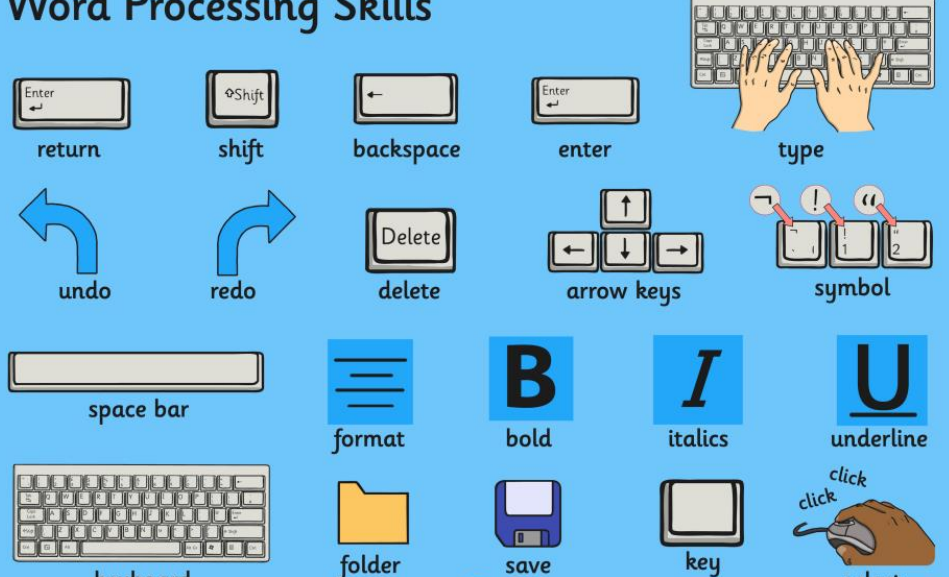
Can you remember how you changed the text to **bold**, *italics* or underline?

B *I* U

What is DATA?

Data is any information that we do something with. It might be words, numbers, images and even sounds.

Word Processing Skills



return shift backspace enter type

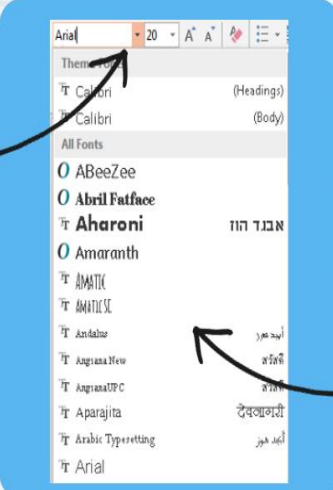
undo redo delete arrow keys symbol

space bar format bold italics underline

keyboard folder save key select

twinkl

Change the font by choosing from the dropdown menu.



Click on the arrow.

Then, choose the font.

What is INPUT?

In computing, 'input' means adding data to a document or programme.