

Main Feature: E-mail		Teacher:	Class: Term:
Learning Outcomes	Learning Activities	Resources	Type of Assessment
<p>Pupils will be able to:</p> <p>Open a simple message from a mail box.</p> <p>Read a simple message</p> <p>·</p> <p>Type a simple message in e-mail message window</p> <p>·</p> <p>Click on appropriate button/command to send a completed message</p> <p>·</p> <p>Print a simple message to keep record or to provide information to others</p>	<p>Discuss with the pupils any ways they know of sending a message e.g. by word of mouth, by hand, post, phone, e-mail. Use role play and games such as Chinese Whispers to increase understanding of the different methods. Use further discussion to compare each method in a simple way:</p> <ul style="list-style-type: none"> • By ease of use • By time • By distance <p>Compare the length of time a message takes to reach the classroom by e-mail and letter. Arrange for an email message and a paper message to arrive in class at start of lesson. Discuss with pupils how each of these arrived at destination. Create a flow chart of route taken by message. Arrange for senior pupils to send a simple e-mail to each pupil. Demonstrate how to open the message and have each pupil open and read his own. Group/Individual. Compose a return message for senior class. Demonstrate and send. Group/class. Print message.</p>	<p>All printed materials referred to are from Folens I.T. Works.</p> <p>Appropriate hardware and personnel Equipment for role play e.g. postman hat, telephone, etc.</p> <p>Appropriate hardware and personnel. Drawing materials. Prepared matching exercise. Posters or illustration of methods of communication.</p> <p>Hardware with access t an e-mail client e.g. Inty</p> <p>Personnel to respond to requests</p>	<p>Group Observation</p> <p>Individual Observation</p> <p>Discussion</p> <p>Teacher Directed Task</p> <p>Checklists</p> <p>Children's Work</p> <p>Correction by Example</p> <p>Sample of Work</p> <p>Self Assessment</p> <p>Peer Assessment</p> <p>Other Assessment:</p>
<p>Curricular Links:</p> <p>English Language- Talking and Listening</p> <p>Expressive Arts- Drama</p> <p>Mathematics—Information handling</p> <p>PSD—Inter-personal relationships</p> <p>E.S. Topic -</p>	Reflective Comments (Evaluation):		
	Next Steps:		