 Knowledge Organiser

**Key Facts**

 Year 2 - Autumn Term B

**Key Facts**

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| **Vocabulary**  |
| **Copyright** | The law that protects other peoples work from being copied or used without permission. |
| **Delete (text)** | A button on the keyboard that deletes text. |
| **Import** | To place another file into a document, such as an image. |
| **Keyboard** | An input device made up of buttons that create letters, numbers, and symbols, as well as perform other functions. |
| **Paste (text)** | To insert copied or cut text. |
| **Redo** | A step forward to the next edit |
| **Space bar** | A button on the keyboard to insert room between letters |
| **Touch Typing** | Using the keyboard with all your fingers, without looking at the letters on the keys. |
| **Word Processing** | A program used for creating text documents on a computer. |

 **Computing – Word Processing**

