THE STRIVING

MUSLIM ACADEMY

Islamic and Academic Education

YEARS 7 TO 9 · COMPUTING

Digital projects, used responsibly

Combining applications, making something another person can use and trust, and using it all safely.

WHAT IS INSIDE

- Combining applications on purpose
- Making something somebody else can use
- Using it safely, respectfully and securely
- How each one is worked

The Striving Muslim Academy

3 sets · a hint on every question

Written for a parent teaching at home. No training assumed, and nothing else to buy.

strivingmuslimacademy.com

Combining applications on purpose

Work it out on paper before checking the back.



1. **You have to produce a report with a chart from collected data, and present it. Name the three kinds of application you would use and what each is for.**
   Each tool is good at one thing and bad at the others.

2. **Why is it better to link a chart to the data than to paste a picture of it?**
   Ask what happens when a number turns out to be wrong.

3. **Name the order to work in: collect, plan the report, make the chart, write the text, rehearse the talk. Say why the order matters.**
   Think about which step, done late, forces another to be redone.

The Striving Muslim Academy

How each one is worked

Every trace printed in full, so it can be marked step by step.



COMBINING APPLICATIONS ON PURPOSE

1. You have to produce a report with a chart from collected data, and present it. Name the three kinds of application you would use and what each is for.

1. A spreadsheet for the data and the chart, because it recalculates when a number changes.
2. A document or page for the report, because it handles flowing text.
3. Presentation software or a page for the talk, because it handles one idea at a time.
4. Doing all three in one tool means doing two of them badly.

Answer: **a spreadsheet for data and charts, a document for the report, presentation software for the talk**

2. Why is it better to link a chart to the data than to paste a picture of it?

1. A pasted picture is a snapshot and does not change.
2. A linked chart updates when the data is corrected.
3. Since data is almost always corrected at least once, the picture will be wrong and nobody will notice.

Answer: **a linked chart updates when the data is corrected, and a pasted picture silently stays wrong**

3. Name the order to work in: collect, plan the report, make the chart, write the text, rehearse the talk. Say why the order matters.

1. Plan first, so you know what data you need.
2. Collect, then chart, because the chart shows whether the data answers the question.
3. Write once the chart exists, because the text has to describe what is actually there.
4. Rehearse last. Writing before charting is the common mistake, and it means rewriting.

Answer: **plan, collect, chart, write, rehearse, because each step decides what the next one has to contain**

The Striving Muslim Academy

How each one is worked, continued

MAKING SOMETHING SOMEBODY ELSE CAN USE



1. Three things make a digital artefact trustworthy to a reader. Name them.

1. Where it came from: who made it and when.
2. Whether its claims can be followed to a source.
3. Whether it has been changed since, and whether that is visible.
4. A page with no author, no date and no sources can still be true, but a reader has no way to tell.

Answer: **who made it and when, whether claims can be traced to a source, and whether changes are visible**

2. You are re-purposing something you made for one audience to suit another. Name two things that must change and one that must not.

1. The vocabulary and the amount assumed must change.
2. The length and what is cut must change.
3. The facts must not. Re-purposing that changes the claims to suit a new audience is not re-purposing.

Answer: **vocabulary and what is assumed must change, and the length; the facts must not**

3. Usability and design are not the same thing. Give one example of a design choice that looks good and makes something harder to use.

1. Pale grey text on white looks clean and is hard to read.
2. A menu hidden behind an icon looks tidy and hides where things are.
3. Either can be the right choice, but it has to be a choice rather than an accident.

Answer: **pale low-contrast text, or controls hidden behind an icon: tidy to look at and harder to use**

USING IT SAFELY, RESPECTFULLY AND SECURELY

1. The National Cyber Security Centre advises using a strong and separate password for your email. Why email in particular?

1. Password resets for other accounts are sent to your email.
2. So whoever controls the email can take the other accounts in turn.
3. The NCSC also notes that someone in your email could post messages pretending to be you.

Answer: **because password resets for other accounts arrive there, so the email account can be used to take the others**

The Striving Muslim Academy

SAMPLE PAGES

You have read a few pages. The pack is longer.

What you are holding is a short sample, taken from different parts of the pack so that you can see how a week is planned and what a child is actually asked to do, before you decide.

The complete pack, and the rest of the academic materials, are on our website: schemes of work for a parent teaching at home, and practice packs for the skills children get stuck on.

The Striving Muslim Academy

strivingmuslimacademy.com

Islamic and Academic Education

Members of the homeschool community do not buy these. If you have joined the community, the pack for the term you are working on is given to you at no cost.

Our Islamic Education classes are free. These packs are part of what pays the teachers who teach them.