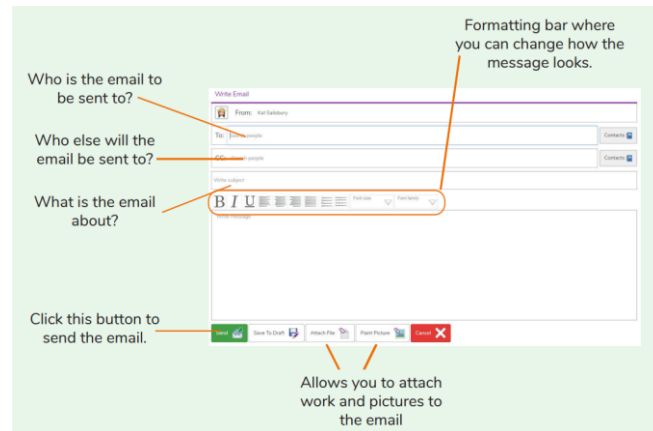






**Enquiry Question: What information can I send in an email?**



What should I already know?	What will I know at the end of the unit?
<ul style="list-style-type: none"> <li>To have some knowledge and understanding about sharing more globally on the Internet.</li> <li>To introduce Email as a communication tool using 2Respond simulations.</li> <li>To understand how we should talk to others in an online situation.</li> <li>To open and send simple online communications in the form of email.</li> <li>To understand that information put online leaves a digital footprint or trail.</li> </ul>	<ul style="list-style-type: none"> <li>To think about different methods of communication.</li> <li>To open and respond to an email using an address book.</li> <li>To learn how to use email safely.</li> <li>To add an attachment to an email.</li> <li>To explore a simulated email scenario.</li> </ul>

Key Vocabulary		
Address book Attachment BCC CC	Communication Compose Email Inbox	Password Personal Information Save to draft Trusted Contact

Key Resources			
	 2Email	 2Connect	 2Do It Yourself