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FIND AND FILTER

COMPETENCE	LEVEL FOUNDATION	LEVEL INTERMEDIATE	LEVEL ADVANCED
Organize and store information	I can identify how to organise, store and retrieve data, information and content in a simple way in digital environments.	I can autonomously organise information, data and content to be easily stored and retrieved. I can use simple apps to collect and organize information, data and content.	I can adapt the management of information, data and content for the most appropriate easy retrieval and storage. I can adapt them to be organised and processed in the most appropriate structured environment.
EXAMPLES	I create notes about solid states, and I save the text and images onto the desktop. I can downloads/uploads information and content on my computer and my device.	I create notes about solid states, and I save these in different file formats into organised named folders. I understands how information is stored on different devices/services; I can retrieve and access previously stored information and content.	I create notes about solid states, and I save these into folders on my hard drive and also in a file hosting service (cloud storage), which will allow me and others to retrieve and share them easily. I know different storage options and can select the most appropriate, using various classification schemes to store and manage resources and information.