Strand:

Basic Operations

Students will explore the basic operations of using a computer.

Big Ideas

❑ Understanding the basic operations of a computer provides access to a powerful tool.

Key Outcomes

Student learners will demonstrate proficiency of **basic computer operations** by being able to:

❑ Identify and use computer hardware.
❑ Use basic applications.

Essential Knowledge and Skills

Students will be able to:

❑ Log into and out of a computer.
❑ Identify letters, numbers and special keys.
❑ Print a document.
❑ Display appropriate ergonomics.
❑ Open and close applications using icons

Our student learners will spend an appropriate amount of time exploring and refining basic computer skills. By the end of second grade students should be able to use a variety of computer tools to support their learning.

Technology instruction at all grade levels should be planned in conjunction with the classroom teachers.

Strand:

Word Processing

Students will learn how to use a word processor.

Big Ideas

❑ A word processor can help people manage and create effective written communication.

Key Outcomes

Students will demonstrate an understanding of the **features of using a word processor** by being able to:

❑ Create, save, and print a variety of documents.

Essential Knowledge and Skills

Students will be able to:

❑ Use menu and toolbar functions such as font sizes and styles and line spacing to format their writing.
❑ Control images and text in their document to support their writing

Our student learners will spend an appropriate amount of time exploring and refining basic computer skills. By the end of second grade students should be able to use a variety of computer tools to support their learning.

Technology instruction at all grade levels should be planned in conjunction with the classroom teachers.

Strand:

Internet and Multimedia

Students will learn to use both internal networks and the Internet for age appropriate school related activities.

Big Ideas

❑ A network is a connected group of computers or other devices that can communicate with one another, allowing people to work with information and data on multiple devices in the same building or around the world.

Key Outcomes

Students will demonstrate an understanding of the **internet and multimedia** by being able to:

❑ Log into and open or save to their student account on the network
❑ Describe that web pages can come from computers around the world.
❑ Create pictures using a variety of tools and functions and age appropriate drawing software.

Essential Knowledge and Skills

Our student learners will spend an appropriate amount of time exploring and refining basic computer skills. By the end of second grade students should be able to use a variety of computer tools to support their learning.

Technology instruction at all grade levels should be planned in conjunction with the classroom teachers.

Strand:

Presentation

Students will learn how to use presentation software.

Big Ideas

❑ Presentation software helps people organize and create multimedia presentations to share knowledge with others.

Key Outcomes

Students will demonstrate an understanding of **how to use presentation software by** being able to:

❑ Create a series of slides and organize them to present research or convey an idea.

Essential Knowledge and Skills

Students will be able to:

❑ Create, edit, and format text and images on slides.
❑ Use painting and drawing applications to create and edit work.

Our student learners will spend an appropriate amount of time exploring and refining basic computer skills. By the end of second grade students should be able to use a variety of computer tools to support their learning.

Technology instruction at all grade levels should be planned in conjunction with the classroom teachers.