

Technology Curriculum for Grades K - 5

The purpose of the computer technology curriculum program is that each student is able to comfortably use a computer. Computer skills will be introduced in the primary grades and mastered as students advance to the middle school level. Through this exposure, students will gain a positive view of computers as tools for learning.

Introduction of Concepts and Skills

Grades K – 1 will:

- follow classroom rules for responsible use of computers.
- develop an understanding that each student must work cooperatively with each other and their teacher.
- use correct terminology for basic components of a computer system: e.g., monitor, keyboard, disk, CD, printer, and mouse.
- develop basic skills for using hardware and applications such as: open/close a program, navigate using scroll bars, arrow keys, and mouse.)
- develop keyboarding skills with the use of software.
- develop skills in word processing using teacher templates.
- print documents/projects.
- explore the use of drawing & painting applications for class projects.

Developing the Use of Acquired Concepts and Skills

Grades 2 –3 will:

- be able to follow classroom rules for responsible use of computers.
- develop an understanding that the computer is a tool for learning.
- learn the need to respect the work of their peers.
- use correct terminology for basic components of a computer system: e.g., monitor, keyboard, disk, CD, printer, mouse, hard drive, and window.
- develop good keyboarding skills with emphases on correct finger placement.
- identify the menu bar.
- develop word processing formatting skills.
- use spell check with teacher direction.
- insert images (clip art) into word processing documents.
- save a document to a folder created in the student's name.
- print documents/projects.
- develop an understanding of the school's rules for safe and ethical Internet use.
- do an Internet Search from a teacher-selected Web site.
- learn how to create a presentation via a presentation program.

Understanding and Mastering Concepts and Skills

Grades 4 – 5 will:

- demonstrate an understanding of classroom rules regarding responsible use of computers, responsible behavior around equipment, respect for other people's work, and appropriate collaborative behavior.
- build keyboarding skills from the intermediate level to advanced level emphasizing correct finger placement.
- develop word processing skills to facilitate the writing process.
- develop advanced formatting skills.
- create images, for later use in MS applications, with drawing/painting software.
- insert images from clip art, CD's and the internet to an application.
- use spell check and editing skills.
- develop the use of online resource materials to research and enhance their reporting skills.
- successfully print various documents, such as word processing or spread sheets.
- create a presentation by using PowerPoint software: inserting graphics, sound, and transitions.
- be introduced to multiple uses of a spreadsheet.
- understand the fundamentals of database file creation and use.
- use software to support math and language arts.
- be introduced to the use of digital cameras for video project and editing via Moviemaker.
- understand the schools' Acceptable Use Policy, and know the consequences of violating that policy.
- understand and demonstrate ethical behavior in copying files from the internet, by properly identifying the source of the information.
- required to do a research project in conjunction general curricular standards and present the work on a PowerPoint Presentation to the class.