

DEW I.S.D. Technology Plan

Technology Scope and Sequence

Kindergarten

1. The student will be able to interact with a CD-ROM program using the mouse.
2. The student will be able to:
 - manipulate a mouse
 - recognize and practice keys and their functions
 - adjust volume on the workstation
 - demonstrate an understanding of a simple word processing program
 - create a simple document, save, and print it
 - open and close a program
3. The student will use a variety of software programs designed to reinforce skills being taught in the classroom.

First Grade

The student will be able to:

- Use the keyboard as they are learning phonics in the classroom.
- Complete a workbook designed to teach proper names for computer equipment parts and other technology terminology.
- Use a variety of software programs designed to reinforce skills being taught in the classroom.
- Demonstrate the ability to create a very short story using a word processing program, to save it, and print it.
- Demonstrate knowledge and appropriate use of key functions (return, space bar, delete, shift, command, etc.)
- Demonstrate knowledge and appropriate use of a variety of input devices (mouse, keyboard, CD-ROM, etc.)
- Use a simple program to record and graph data (Math Rabbit, Cruncher).
- Use drawing and painting tools
- Retrieve information from a CD-ROM

Second Grade

The student will be able to:

- Create a document using a word processing program
- Open, save, and close a word processing document
- Check spelling using a word processing program
- Access information using a CD-ROM
- Maintain and expand the introduction and practice of key functions using correct keyboarding skills
- Use the basic functions on the calculator and operate the calculator to solve problems
- Demonstrate the ability to create a page or multiple pages for a class multimedia project that contains several different media.
- Use the library search program to locate a book.
- Use a spreadsheet program to record and graph data.
- Use a variety of software programs designed to reinforce skills being taught in the classroom.
- Use drawing and painting tools

Third Grade

The student will be able to:

- Use the proper keyboard techniques as grade-level appropriate.
- Access information from computers including the use of CD-ROM.
- Demonstrate a proficiency in the use of calculators for problem solving.
- Use the automated card catalog to locate books available in the library on a specific topic.
- Create and edit a published product using a word processing program.
- Use correct punctuation and spacing, spell check, cut & paste, and format fonts.
- Create a multimedia project individually or collaboratively, which contains linked ideas.
- Use a spreadsheet program to record and graph data.

- Complete a workbook designed to teach proper names for equipment parts and other technology terminology.
- Use a variety of software programs designed to reinforce skills being taught in the classroom.

Fourth Grade

The student will be able to:

- Access information from computers including the use of CD-ROM with special emphasis on CD-ROM encyclopedias, atlases, and other reference materials.
- Demonstrate a proficiency in the use of calculators for problem solving.
- Obtain appropriate information through the Internet using search engines.
- Use the automated card catalog, CD references, and TLC databases to research a given topic.
- Demonstrate an understanding of issues related to copyright laws, privacy, and computer crimes.
- Use appropriate keyboarding skills including timed exercises with a goal of 20 WPM.
- Demonstrate the ability to apply problem-solving strategies using a spreadsheet for gathering and recording information, graphing information, predicting results, developing error checking techniques, and interpreting results.
- use a variety of software programs designed to reinforce skills being taught in the classroom.
- Create a product (e.g. a book report, letter, etc.) in an acceptable format using word processing software and previously learned word processing skills.
- Change margin and tab settings, use the Thesaurus, and proofread products created with word processing software.
- Create a multimedia project that appropriately uses an increasing number of media links between key ideas.
- Use the computer to produce documents necessary to fulfill classroom assignments (reports, essays, science fair documentation, etc.)

Fifth and Sixth Grades

The student will be able to:

- Access information from computers including the use of CD-ROM.
- Demonstrate a proficiency in the use of calculators for problem solving.
- Obtain appropriate information through the Internet using search engines.
- Use the automated card catalog, CD references, and TLC databases to research a given topic.
- Demonstrate an understanding of issues related to copyright laws, privacy, and computer crimes.
- Use appropriate keyboarding skills including timed exercises with a goal of 20 WPM.
- Demonstrate the ability to apply problem-solving strategies using a spreadsheet for gathering and recording information, graphing information, predicting results, developing error checking techniques, and interpreting results.
- Create a product in an acceptable format using word processing software.
- Format text using various fonts, sizes, and styles.
- Use standard formatting procedures such as tabs, margins, alignment, etc.
- Create a multimedia project that appropriately uses an increasing number of media links between key ideas.
- Use multimedia software and hardware to produce a presentation for classmates.
- Use a variety of software programs designed to reinforce skills being taught in the classroom.