

2016 Technology Curriculum

		K	1st	2nd	3rd	4th	5th	6th	7th	8th
1 - NOVICE LEARNER - Students will demonstrate basic operational competencies, concepts, and program usage.										
BASIC OPERATIONS										
1-1	Uses the mouse or similar pointing devices	I	D	M	m	m	m	m	m	m
1-2	Uses the SAVE command	I	D	M	m	m	m	m	m	m
1-3	Uses proper technique to power up and down a system	I	D	D	M	m	m	m	m	m
1-4	Understands the purpose and use of menus, tool bars, and scroll bars	I	D	D	M	m	m	m	m	m
1-5	Recognizes and interprets basic icons	I	D	D	M	m	m	m	m	m
1-6	Understands the structure of a window (e.g. title bar, resizing, moving, etc.)	I	D	D	M	m	m	m	m	m
1-7	Can enter, edit, and delete text	I	D	D	D	M	m	m	m	m
1-8	Uses shift key for capital letters	I	D	D	D	M	m	m	m	m
1-9	Demonstrates proper keyboarding techniques (posture, eye positioning, hand placement, feet)	I	D	D	D	D	M	m	m	m
1-10	Understands and uses proper technology terminology (e.g. launch, quit, close, desktop, menu bar)	I	D	D	D	D	M	m	m	m
1-11	Identifies and names parts of computer and peripherals	I	D	D	D	D	M	m	m	m
1-12	Understands printing options	I	D	D	D	D	D	M	m	m
1-13	Understands the function of a network	I	D	D	D	D	D	M	m	m
1-14	Saves files in appropriate location with appropriate file name			I	D	M	m	m	m	m
1-15	Uses appropriate spacing between letters, words, and sentences			I	D	D	D	M	m	m
1-16	Uses standard keyboarding skills with speed and accuracy			I	D	D	D	M	m	m
1-17	Can insert and adjust clipart graphics within an application program			I	D	D	D	M	m	m

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1-18	Can cut, copy and paste between documents/programs				I	D	D	M	m	m
1-19	Multi-tasks with two or more programs				I	D	D	M	m	m
1-20	Uses a projector in a presentation				I	D	D	M	m	m
1-21	Uses keyboard shortcuts and special keys				I	D	D	D	M	m
1-22	Understands and uses spellcheck					I	D	M	m	m
1-23	Understands the difference between SAVE and SAVE AS					I	D	M	m	m
1-24	Organizes files and folders (e.g. create, delete, rename, move)					I	D	D	D	M
1-25	Knows and understands basic troubleshooting					I	D	D	D	D
1-26	Identifies the four processes in a computer system – input, output, processing, storage					I	D	D	D	D
1-27	Operates various input devices (e.g. scanner, digital camera, video camera, etc.)					I	D	D	D	D
1-28	Determines appropriate software to accomplish a given task					I	D	D	D	D
1-29	Understands and uses a thesaurus						I	D	D	D
1-30	Understands and uses FIND and REPLACE commands for document text						I	D	D	D
1-31	Understands the differences among file types/extensions						I	D	D	D
1-32	Understands storage options (e.g. cloud drives or external drives)						I	D	D	D
1-33	Understands the history of computer development							I	D	D
WEB BROWSER										
1-34	Knows how to access a web browser	I	D	M	m	m	m	m	m	m
1-35	Uses/creates browser favorites/bookmarks	I	D	D	M	m	m	m	m	m
1-36	Knows and uses components of a web browser page (e.g. tabs, arrows, home button)	I	D	D	D	D	M	m	m	m
1-37	Identifies and uses keywords with Internet search engines		I	D	D	M	m	m	m	m

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1-38	Understands the structure of a URL address				I	D	D	M	m	m
1-39	Uses "Find" command to locate specific information on a web page.						I	D	D	D
1-40	Uses "History" to find a previous site visited						I	D	D	D
1-41	Understands and uses advanced search techniques						I	D	D	D
2 - DIGITAL CITIZEN- Students recognize the rights, responsibilities and opportunities of living, learning and working in an interconnected digital world, and they act in ways that are safe, legal, ethical and self-aware.										
ETHICS										
2-1	Understands and complies with school's AUP (Diocesan Acceptable Use Policy)	I	D	M	m	m	m	m	m	m
2-2	Understands privacy implications with computers (e.g. passwords, logging off, public computers vs. personal computers)	I	D	M	m	m	m	m	m	m
2-3	Understands the difference between appropriate and inappropriate Internet uses	I	D	D	D	M	m	m	m	m
2-4	Understands ways computers affect people's lives (ethically, morally and socially)	I	D	D	D	D	M	m	m	m
2-5	Understands plagiarism and its consequences			I	D	D	D	M	m	m
ETIQUETTE										
2-6	Leaves computer ready for other students to use (e.g. save, log off, quit program)	I	D	M	m	m	m	m	m	m
2-7	Understands electronic communication manners				I	D	M	m	m	m
2-8	Understands appropriate group electronic communication – (e.g. blogs, discussion groups, news groups, webinars, videoconferencing, etc.).					I	D	D	D	D
2-9	Cooperates and collaborates respectfully on digital projects					I	D	D	M	m

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SAFETY										
2-10	Understands the importance of keeping passwords private	I	D	D	M	m	m	m	m	m
2-11	Understands personal and private information	I	D	D	D	M	m	m	m	m
2-12	Understands personal cyber safety				I	D	D	M	m	m
2-13	Understands the consequences and harm caused by Cyberbullying				I	D	D	M	m	m
2-14	Knows resources for getting assistance when confronted with a "cyber problem"				I	D	D	M	m	m
2-15	Understands the dangers of cyber chatting with unknown persons				I	D	D	M	m	m
2-16	Creates a secure password					I	D	M	m	m
2-17	Understands the risks and responsibilities of photos online. (e.g. yourself, others, your location)					I	D	D	M	m
2-18	Understands potential risks of opening e-mails, links, attachments etc. when sender is not known. (e.g. viruses, malware, hoax)						I	D	M	m
2-19	Understands Cybercrime in society and consequences (e.g. identity theft, phishing, scams)						I	D	D	D
RESEARCH										
2-20	Cites computer resources used in research (e.g. information, graphics, sound)			I	D	D	M	m	m	m
2-21	Understands and complies with copyright guidelines			I	D	D	D	D	M	m
2-22	Evaluates relevance and validity of information					I	D	D	D	D
2-23	Understands the four factors of Fair Use (Purpose and Character of the Use, Nature of work, Amount of work, Effect on market)							I	D	D

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2-24	Understands the purpose and use of Creative Commons							I	D	D
3 - EMPOWERED LEARNER- students leverage technology to take an active role in choosing, achieving and demonstrating competency in their learning goals.										
3-1	Evaluates projects using an assessment tool (e.g. check list, rubric, followed directions, etc.)				I	D	D	M	m	m
3-2	Uses digital tools to demonstrate learning about "real" issues (e.g. debates, leadership/community service, education reform or political issues)				I	D	D	D	D	D
3-3	Uses various forums for student feedback (e.g. Google Classroom, Twitter, Edmodo site, blog, etc.)					I	D	D	D	D
3-4	Chooses appropriate digital tools when creating a project to demonstrate knowledge					I	D	D	D	D
3-5	Applies feedback from others to improve digital project (e.g. teacher suggestions, peer editing,)					I	D	D	D	D
3-6	Uses a program application for a project that demonstrates subject area knowledge - Let student determine which application would be most useful for the task.						I	D	D	D
3-7	Uses meaningful technology to access learning resources and learning opportunities (e.g. tutorials, Khan Academy, TED Talks, podcasts, YouTube videos, virtual field trips via Skype)						I	D	D	D
4 - KNOWLEDGE CURATOR - Students make meaning for themselves and others by critically curating resources through the use of digital tools										
WORD PROCESSING (e.g. Microsoft Word, Pages, Google Docs, OpenOffice Text, NotePad, TextEdit)										
4-1	Understands and uses basic word processing terminology	I	D	D	D	M	m	m	m	m
4-2	Demonstrates ability to format text (e.g. font, size, style, alignment, line spacing, highlighting etc.)	I	D	D	D	D	M	m	m	m
4-3	Demonstrates ability to create a document.		I	D	D	M	m	m	m	m

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5-2	Understands and uses painting/drawing tools	I	D	D	D	D	D	D	D	D
5-3	Uses painting/drawing to illustrate knowledge	I	D	D	D	D	D	D	D	D
5-4	Understands the use of a graphic design program					I	D	D	D	D
5-5	Use photo editing program to illustrate knowledge							I	D	D
COMPUTER PROGRAMMING (e.g. code.org , CodeMonkey, Kahn Academy, Scratch, ScratchJr etc.- free tools)										
5-6	Understands basic coding/programming terminology (e.g. looping, debugging, variables, events, algorithm)	I	D	D	D	D	D	D	D	D
5-7	Understands basic principles in coding/programming	I	D	D	D	D	D	D	D	D
5-8	Demonstrates knowledge by creating a simple sequence of code	I	D	D	D	D	D	D	D	D
TECHNICAL/CREATIVE DRAWING (e.g. CAD, SketchUp, 3D Printing)										
5-9	Understands terminology of mechanical drawing (e.g. planes, dimension, scale, alignment)							I	D	D
5-10	Demonstrates knowledge by creating a simple project							I	D	D
6 - COMPUTATIONAL THINKER - students identify authentic problems, work with data and employ algorithmic thinking to propose and automate solutions										
SPREADSHEET (e.g. Microsoft Excel, Numbers, Google Sheets, OpenOffice Spreadsheets)										
6-1	Can enter and edit data				I	D	D	M	m	m
6-2	Can adjust/insert/delete rows and columns				I	D	M	m	m	m
6-3	Understands the use of a spreadsheet program				I	D	D	D	D	D

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6-4	Understands and uses spreadsheet terminology				I	D	D	D	D	D
6-5	Sets cell attributes – format numbers and text				I	D	D	D	D	D
6-6	Can determine, create, and adjust graphs/charts to represent data				I	D	D	D	D	D
6-7	Organizes data on a spreadsheet						I	D	D	D
6-8	Understands and uses formulas and functions							I	D	D
7 -CREATOR AND COMMUNICATOR - Students communicate clearly and express themselves creatively for a variety of purposes using the tools, styles, formats and digital media appropriate to their goals.										
COMMUNICATION (e.g. e-mail, blogging, discussion boards, social media.)										
7-1	Understands the concept of digital communication				I	D	D	M	m	m
7-2	Understands the basic e-mail interface (e.g. to, from, cc, bcc, send, delete, forward, reply, etc.)						I	D	M	m
7-3	Understands the composition of an e-mail address						I	D	M	m
7-4	Understanding the difference between formal (e-mail) and informal (SnapChat) communication						I	D	M	m
7-5	Demonstrates acceptable digital communication etiquette (e.g. not flaming, not all caps, etc.)						I	D	D	M
7-6	Understands the basic discussion board interface (e.g. reply/comment, threads, view, expand)							I	D	D
PRESENTATION (Microsoft PowerPoint, KeyNote, Google Slides, OpenOffice Presentation, KidPix/Wixie)										
7-7	Understands the concept of electronic presentations			I	D	D	M	m	m	m

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7-8	Creates an electronic presentation			I	D	D	D	M	m	m
7-9	Understands visual literacy concepts (e.g. font, spacing, color, size, etc.)			I	D	D	D	D	D	D
7-10	Uses various techniques appropriately and consistently – graphics, sound, pictures, video, transitions, animation			I	D	D	D	D	D	D
7-11	Presents an electronic presentation			I	D	D	D	D	D	D
7-12	Understands concept of a template/master slide					I	D	D	D	D
DIGITAL PERFORMANCE										
7-13	Understands the concept of digital performance (e.g. video, podcast)					I	D	D	D	M
7-14	Understands visual literacy concepts (e.g. panning, transitions, frame length, sound strength)					I	D	D	D	D
7-15	Creates a digital performance					I	D	D	D	D
WEB PAGE/SITE (e.g. Google Sites, Weebly, Wikispaces)										
7-16	Understands web design conventions (e.g. single spaced, no indent, underline indicates a link, justified margins)								I	D
7-17	Creates a web page to communicate information								I	D
8- GLOBAL COLLABORATOR - Students use digital tools to broaden their perspectives, increase empathy and understanding and work effectively in teams. (e.g. blogging, Edmodo, e-mail, discussion board, Google Classroom)										
8-1	Explores and discusses current events using digital tools - locally and globally					I	D	D	D	D
8-2	Communicates perspective/opinions on current issues using digital tools					I	D	D	D	D

