

# WPUSD

## Technology Content Standards

### KINDERGARTEN

#### **Suggested projects in order to fulfill competency goals as listed below:**

MS Word: Type words and numbers, Identify numbers and letters,

Paint: Form an A/B Pattern with Shapes and Colors, and to illustrate student writing,

Online resources: may include Starfall.com, Tumblebooks and others.

#### **Core Standards likely addressed via completion of these projects:**

Reading 1.2. 1.6, Math Statistics 1.2 and Measurement 2.1, Visual Arts 2.1

#### **INTRODUCTION OF SKILLS: (INDEPENDENT AND GROUP ACTIVITIES)**

**COMPETENCY GOAL 1:** The student will use a computer and CD to

- 1.1 Start, restart, and shut down a computer.
- 1.2 Treat CD's and computer with respect.
- 1.3 Demonstrate acceptable behavior at the computer and in the laboratory
- 1.4 Insert a CD into the computer.
- 1.5 Mouse, cursor, screen/monitor, keyboard

**COMPETENCY GOAL 2:** The student will use drop and drag, painting, drawing and writing tools to

- 2.1 Select and use drawing painting, and writing tools.
- 2.2 Use Shape tools, such as a rectangle, oval and circle.

**COMPETENCY GOAL 3:**

- 3.1 The student will prepare the computer for use with the program by pressing Control/Alt/Delete

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## Technology Content Standards

### GRADE ONE

#### ***Suggested projects in order to fulfill competency goals as listed below:***

MS Word: writing a poem, story, sentences, or spelling words; Paint; draw an animal in its habitat with a caption, online resources; navigate the web to get to an educational websites, including Renaissance Place and Study Island, etc.

Core Standards likely addressed via completion of these projects:

Writing 2.1, 2.2, Visual Arts, Science

#### INTRODUCTION OF SKILLS: (INDEPENDENT AND GROUP ACTIVITIES)

**COMPETENCY GOAL 1:** The student will use a computer and CD to

- 1.1 Choose a command from the menu bar using a mouse.
- 1.2 Launch and exit programs.
- 1.3 Save and print projects.
- 1.4 Identify fundamental computer terms (CD, software, hardware, cursor, booting).
- 1.5 Begin keyboarding skills, using both hands on both sides, and thumbs on the spacebar.
- 1.6 Understand relative position of the keys on a keyboard (for example: shift, delete, arrow, enter, return).
- 1.7 Identify and use letter and number keys.

**COMPETENCY GOAL 2:** The student will use painting, drawing tools to

- 2.1 Draw a picture using basic tools.
- 2.2 Create a graphic to illustrate an idea in a story.

**COMPETENCY GOAL 3:** Student will use a basic word processing program to

- 3.1 Understand concepts of insertion point, cursor, and character deletion.

**COMPETENCY GOAL 4:** Students will access web-based software to

- 4.1 Introduce address bar and type in a web address
- 4.2 Introduce web addresses and icons.

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## Technology Content Standards

### GRADE TWO

#### ***Suggested projects in order to fulfill competency goals as listed below:***

MS Word: edit and write sentences, create text with clipart, resize clipart. Use Google SketchUp for geometry replications with labels, and PowerPoint. Use educational websites to practice math and language arts skills, examples may include: Ask Jeeves for Kids, Study Island and Renaissance Place, etc.

Core Standards likely addressed via these projects:

Math 2.0, Language Arts Writing 2.0, Visual Arts

#### **INTRODUCTION OF SKILLS: (INDEPENDENT AND GROUP ACTIVITIES)**

**COMPETENCY GOAL 1:** Student will use keyboard skills to

- 1.1 Apply keyboarding skills (using both hands and both sides of keyboard, thumb on spacebar) appropriate to grade level.
- 1.2 Use shift, arrow keys, special keys and spacebar.

**COMPETENCY GOAL 2:** The student will use painting and drawing tools to

- 2.1 Select and change the size or shape of a graphic using the edge handles.

**COMPETENCY GOAL 3:** Student will use a basic word processing program to

- 3.1 Understand concepts of insertion point, cursor, and word wrap
- 3.2 Enter, select, delete, cut, copy and paste text.
- 3.3 Save, retrieve, and print word processing files/documents.

**COMPETENCY GOAL 4:** Students will design and create multimedia projects using a variety of sources in order to

- 4.1 Create single screen projects
- 4.2 Use a multimedia encyclopedia.

**COMPETENCY GOAL 5:** Students will access web-based software to

- 5.1 Use address bar and type in a web based software
- 5.2 Use web addresses and icons

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## Technology Content Standards

### GRADE THREE

#### ***Suggested projects in order to fulfill competency goals as listed below:***

MS Word: Friendly Letters, Poetry, Spelling Lists, Write and Edit Paragraphs, Book Reports, Science Reports; Use Google SketchUp to Draw, Describe and Compare Geometric Figures; Power Point Presentations on a book, Science topics, Native Americans or other Social Studies Reports, etc.

Core Standards likely addressed via these projects:

Language Arts Writing 2.0, Measurement and Geometry 2.0, Social Studies, Science, Visual Arts

#### **INTRODUCTION OF SKILLS: (INDEPENDENT AND GROUP ACTIVITIES)**

**COMPETENCY GOAL 1:** The student will use keyboard skills to

- 1.1 Apply keyboard skills appropriate to grade level.
- 1.2 Identify and use the punctuation and special symbol keys.

**COMPETENCY GOAL 2:** The student will use painting and drawing tools to

- 2.1 Highlight a graphic using the lasso or frame/marquee tool.
- 2.2 Move a graphic to another location on the screen.
- 2.3 Apply special effects (e.g., rotate, stretch, shrink, etc.).
- 2.4 Change the fill pattern of a graphic shape.
- 2.5 Duplicate an object using copy and paste method.

**COMPETENCY GOAL 3:** The student will use basic word processing programs to

- 3.1 Use a word processing program to open, close, save, and print text.
- 3.2 Know editing tools, such as cut, copy, paste, select all, and undo.
- 3.3 Format a document using different fonts, text sizes, and styles.

**COMPETENCY GOAL 4:** The student will design and create multimedia projects using a variety of sources to

- 4.1 Create and present single and multiple screen projects with transitions.
- 4.2 Insert sounds and clip art.
- 4.3 Use a multimedia encyclopedia.

**COMPETENCY GOAL 5:** The student will use a web browser to access information relevant to class projects in a variety of subject areas.

- 5.1 Use appropriate electronic information resources.
- 5.2 Use teacher selected internet sites.

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## Technology Content Standards

### GRADE FOUR

#### ***Suggested projects in order to fulfill competency goals as listed below:***

Social Studies Report, Book Reports, All Writing Styles, Illustrations for Standards-based Social Studies or Science Projects, etc., and exploration of [www.Netsmartz.org](http://www.Netsmartz.org) for internet safety.

Core Standards likely addressed via these projects:  
Language Arts Writing 1.1, 1.7, 2.0, Social Studies, Science, Visual Arts

#### INTRODUCTION OF SKILLS: (INDEPENDENT AND GROUP ACTIVITIES)

**COMPETENCY GOAL 1:** The student will use keyboard skills to

- 1.1 Use formal keyboarding skills with home keys and correct posture.
- 1.2 Touch type at a speed of 5 to 15 words per minute.

**COMPETENCY GOAL 2:** The student will use painting and drawing tools to

- 2.1 Move and copy objects between paint and draw layers.
- 2.2 Export graphic to another program.

**COMPETENCY GOAL 3:** The student will use advanced word processing functions to

- 3.1 Use spell check function within a word processing program.
- 3.2 Use keyboard shortcuts for formatting and file management.
- 3.3 Change the margins, columns, spacing, and creating page breaks.
- 3.4 Import a graphic into a document.

**COMPETENCY GOAL 4:** The student will design and create multi-media projects using a variety of sources to present

- 4.1 Use PowerPoint with clip art/photographs, sounds, transitions.

**COMPETENCY GOAL 5:** The student will use a web browser to access information relevant to class projects in a variety of subject areas.

- 5.1 Use electronic information resources including encyclopedia, dictionary, atlas, timeline, gallery.
- 5.2 Apply simple search syntax and techniques.
- 5.3 Demonstrate appropriate respect of copyright laws, taking notes without plagiarizing.
- 5.4 Complete internet safety lesson.

**COMPETENCY GOAL 6:** The student will use computer file management functions to

- 6.1 Create, organize, and delete files and folders.

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### GRADE FIVE

#### ***Suggested projects in order to fulfill competency goals as listed below:***

Research Report, Social Studies Report, Book Reports, All Writing Styles, Illustrations with captions for Standards-based Social Studies or Science Projects, etc., Use Excel to organize and display data from surveys and Math functions, and exploration of [www.netsmartz.org](http://www.netsmartz.org) for internet safety.

Core Standards likely addressed via these projects:

Language Arts Writing 2.0, Statistics and Data Analysis 1.2, Social Studies, Science, Visual Arts

#### **INTRODUCTION OF SKILLS: (INDEPENDENT AND GROUP ACTIVITIES)**

**COMPETENCY GOAL 1:** The student will use keyboard skills to

1.1 Type at rate of 10 to 20 words per minute.

**COMPETENCY GOAL 2:** The student will use advanced word processing functions to

2.1 Create and use indent and tabs in word processing documents.

2.2 Use spell check, thesaurus, and other reference tools within the program.

2.3 Move and copy text and graphics between two word processing documents.

2.4 Use the find and replace functions.

2.5 Create tables within word processing applications.

**COMPETENCY GOAL 3:** The student will design and create multimedia projects using a variety of sources to

3.1 Use PowerPoint and give presentations

3.2 Grade 3-5 Enrichments (Optional)

- Use digital camera
- Operate video camera
- Use scanned images

**COMPETENCY GOAL 4:** The student will use Internet resources to

4.1 Use appropriate electronic information resources.

4.2 Explain terminology related to network access and use

4.3 Apply appropriate search techniques to locate and retrieve information.

4.4 Print document to network printers.

4.5 Demonstrate respect of copyright laws, taking notes without plagiarism.

4.6 Complete internet safety lesson.

**COMPETENCY GOAL 5:** The student will use electronic encyclopedias to

5.1 Use keyword searches.

**COMPETENCY GOAL 6:** The student will use simple spreadsheet functions to

6.1 Describe the parts of spreadsheet.

6.2 Move to and select specific cells in a spreadsheet.

6.3 Add new text or numbers to a spreadsheet.

6.4 Create a chart or graph using graphing functions of a spreadsheet.

6.5 Save an updated spreadsheet.