

# KEY LEARNINGS: TECHNOLOGY

2009-2011

## KINDERGARTEN

- Demonstrate proper use and care of computers
- Begin learning basic keyboarding
- Use computers to express ideas with drawing and word processing software
- Begin learning correct use of computer terms
- Learn about technology related occupations
- Practice courtesy and sharing of computer time

## FIRST AND SECOND GRADE

- Demonstrate proper use and care of computers
- Begin learning basic keyboarding and computer terms
- Use computers to express ideas with drawing and word processing software
- Learn about the role of technology in business and the home
- Learn about technology related occupations
- Practice courtesy and sharing of computer time

## THIRD AND FOURTH GRADE

- Demonstrate proper use and care of computers and other audio-visual equipment
- Practice using the keyboard
- Become familiar with proper computer terms
- Use computers to express ideas with drawing, multi-media and word processing software
- Learn file management
- Learn about technology related occupations and use in everyday life
- Use appropriate input/output devices
- Begin troubleshooting for basic malfunctions
- Become aware of copyright issues
- Practice courtesy and respecting of computer time

## FIFTH AND SIXTH GRADE

- Demonstrate proper use and care of computers and input/output devices
- Learn to troubleshoot basic malfunctions
- Practice keyboarding, using correct hand position and posture
- Use word processing, editing and file management skills
- Begin using presentation software
- Use a variety of electronic resources to enhance and access information
- Know proper technology terms
- Understand consumer issues regarding technology in every aspect of our lives
- Investigate technology-related occupations
- Use courtesy while sharing computer time
- Become aware of legal issues when using software
- Identify computer abuse including use of Internet

## SEVENTH AND EIGHTH GRADE

- Integrate advanced word processing skills into daily assignments
- Continue to advance in keyboarding skills
- Troubleshoot basic malfunctions
- Know proper technology terms
- Understand the equipment to access, process, retrieve and communicate information
- Incorporate database and spreadsheet components into presentations
- Integrate advanced use of electronic resources into class assignments and presentations
- Investigate technology-related occupations
- Demonstrate a responsible, ethical use of technology
- Understand the legal issues for using/accessing software, music, etc.