

**Grade/Content Area: Technology, 3-5**

**Big Understandings of the Content Area**

- Technology is an integral part of learning.
- Tools of technology will enhance productivity, communication and the researching process.

<p><b><u>Content Standards</u></b></p>					
<p><b>A. Basic operations and concepts. Students will understand the nature and operation of technology systems. Students are proficient in the use of technology.</b></p>	<p><b>B. Social, ethical, and human issues.</b> Students understand the ethical, cultural, and societal issues related to technology. They will practice responsible use of technology systems, information, and software. Students need to develop positive attitudes toward technology uses that support lifelong learning, collaboration, personal pursuits, and productivity.</p>	<p><b>C. Technology Productivity Tools.</b> Students will understand how to use technology tools to enhance learning, increase productivity, and promote creativity. They will be able to use these tools to collaborate in constructing technology-enhanced models, prepare publications, and produce other creative work.</p>	<p><b>D. Technology Communication Tools.</b> Students will use a variety of media and formats to communicate information and ideas effectively to multiple audiences.</p>	<p><b>E. Technology Research Tools</b> Students will be able to use technology to locate, evaluate, and collect information from a variety of sources. They will use technology tools to process data and report results. Students will be able to evaluate and select new information resources and technological innovations based on appropriateness for specific tasks.</p>	<p><b>F. Technology Problem-Solving and Decision-Making Tools.</b> Students will be able to use technology resources for solving problems and making informed decisions. They will employ technology in the development of strategies for solving problems in the real world.</p>
<p><b><u>Performance Indicators</u></b></p>					
<p><b><u>Grades 3 - 5</u></b> Student will be able to:</p> <ul style="list-style-type: none"> <li>• Use input devices (key board, mouse, disk drives) and output devices (monitor, printer) to successfully operate computers and other technologies.</li> </ul>	<ul style="list-style-type: none"> <li>♦ Discuss common uses of technology in daily life and the advantages and disadvantages those uses provide.</li> <li>♦ Discuss basic issues related to responsible use of technology and information and describe personal consequences of inappropriate use.</li> </ul>	<ul style="list-style-type: none"> <li>♦ Use general-purpose productivity tools and peripherals to support personal productivity, remediate skill deficits, and facilitate learning throughout the curriculum.</li> <li>♦ Use technology tools for individual and collaborative writing, communication, and publishing activities to create knowledge products for audiences inside and outside the classroom.</li> </ul>	<ul style="list-style-type: none"> <li>♦ Use telecommunications efficiently and effectively to access remote information, communicate with others in support of direct and independent learning, and pursue personal interests.</li> </ul>	<ul style="list-style-type: none"> <li>♦ Use technology resources for problem solving, self-directed learning, and extended learning activities.</li> </ul>	<ul style="list-style-type: none"> <li>♦ Determine when technology is useful and select the appropriate tool(s) and technology resources to address a variety of tasks and problems.</li> <li>♦ Evaluate the accuracy, relevance, appropriateness, comprehensiveness, and bias of electronic information sources.</li> </ul>

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<p><b>Knowledge/Skills</b></p> <ul style="list-style-type: none"> <li>♦ Type using the Home Row technique.</li> <li>♦ Change fonts, size, and style.</li> <li>♦ Use shift key and caps lock key</li> <li>♦ Introduce cut/paste techniques</li> <li>♦ Save document to disk or server.</li> <li>♦ Introduce “shortcut methods”(i.e., using the control key and its accompanying option key) of inputting data with the keyboard</li> <li>♦ Introduce function of the escape key</li> <li>♦ Use a floppy disk or CD-Rom drive to activate a program.</li> <li>♦ Introduce alignment options.</li> <li>♦ Create columns</li> <li>♦ Create headers</li> <li>♦ Insert graphic into document from computer library</li> <li>♦ Save document to disk or server.</li> <li>♦ Introduce the CD-Rom burner</li> <li>♦ Text wrapping around a graphic</li> <li>♦ Use Home Row technique to type stories</li> <li>♦ Align stories, insert headings and graphics, wrap their letters around pictures.</li> </ul>	<ul style="list-style-type: none"> <li>♦ Introduce safe handling of different pieces of hardware, software, and other pieces of technology</li> <li>♦ Introduce the district’s “Acceptable Use Policy”</li> <li>♦ Compare and contrast different Internet sites that are educational versus non-educational sites in their researching process.</li> <li>♦ Practice the safe handling of different pieces of hardware, software, and other pieces of technology.</li> <li>♦ Practice the district’s “Acceptable Use Policy”</li> <li>♦ Continue to judge educational Internet sites vs. non-educational sites.</li> <li>♦ Learn to make judgements about appropriate material to be interacting with their studies.</li> <li>♦ Continue to practice the district’s “Acceptable Use Policy”</li> </ul>	<ul style="list-style-type: none"> <li>♦</li> </ul>			
<p><b>Assessment</b></p> <ul style="list-style-type: none"> <li>♦</li> <li>♦</li> <li>♦</li> </ul>					

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<b><u>Resources</u></b> ♦ ♦ ♦					
<b><u>Instructional Strategies</u></b> ♦ ♦ ♦ ♦ ♦ ♦ ♦					