

Technology Objectives By Grade Level, K-12

Technology Standards (1-6)

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| 1- Basic Operations and Concepts | 4- Technology Communication Tools |
| 2- Social, Ethical, and Human Issues | 5- Technology Research Tools |
| 3- Technology Productivity Tools | 6- Technology Problem-Solving and Decision-Making Tools |

Skills accumulate from one grade level to another.

	Grade	Subject	Skill Category	Standard(s) 1-6	Skill
1	K	All Subjects	Keyboarding	1	The student has an awareness of the keyboard
2	K	All Subjects	Word Processing	1	The student has an awareness of the Menu/Ribbon
3	K	All Subjects	Word Processing	3	The student can add graphics to documents
4	K	All Subjects	Word Processing	1	The student can print
5	K	All Subjects	Internet Safety	1	The student demonstrates ethical, legal and responsible behaviors while using technology
6	K	All Subjects	Internet Safety	1	The student demonstrates ethical, legal and responsible behaviors while using technology
1	1	All Subjects	Keyboarding	1	The student can type with both hands
2	1	All Subjects	Word Processing	1	The student can use the File Menu/Ribbon to Open, Save, and Print documents
3	1	All Subjects	Word Processing	1	The student can use the mouse to insert the cursor
4	1	All Subjects	Word Processing	1	The student has an awareness of the Delete, Return & Arrow keys
5	1	All Subjects	Internet Safety	1	The student demonstrates appropriate social behaviors when using technology and the
6	1	All Subjects	Internet Safety	1	The student demonstrates ethical, legal and responsible behaviors while using technology
1	2	All Subjects	Keyboarding	3	The student can type 5 words per minute with 50% accuracy
2	2	All Subjects	Desktop Publishing	3	The student can choose multiple graphics for documents
3	2	All Subjects	Desktop Publishing	3	The student can edit text when necessary
4	2	All Subjects	Keyboarding	3	The student has an awareness of the home row hand position
5	2	All Subjects	Desktop Publishing	3	The student can use the mouse to insert the cursor
6	2	All Subjects	Internet Safety	1	The student demonstrates ethical, legal and responsible behaviors while using technology
7	2	All Subjects	Internet Safety	1	The student demonstrates ethical, legal and responsible behaviors while using technology
1	3	All Subjects	Keyboarding	1 & 3	The student can use all letter keys, including the Shift, Space Bar, and Punctuation Keys
2	3	All Subjects	Keyboarding	3	The student can types 10 words per minute with 80% accuracy
3	3	All Subjects	Word Processing	1	The student can use Print Preview to preview documents
4	3	All Subjects	Word Processing	3	The student can use the Spelling and Thesaurus functions
5	3	All Subjects	Word Processing	3	The student can use the Tab key
6	3	All Subjects	Word Processing	1	The student can select an alternate printer when networked
7	3	All Subjects	Desktop Publishing	3	The student can re-size text

8	3	All Subjects	Internet Safety	1	The student demonstrates appropriate social behaviors when using technology and the Internet
9	3	All Subjects	Internet Safety	1	The student demonstrates ethical, legal and responsible behaviors while using technology
1	4	All Subjects	Keyboarding	3	The student can type 15 words per minute with 85% accuracy
2	4	All Subjects	Word Processing	3	The student can use the <i>Undo, Copy, Paste, and Select All</i> functions
3	4	All Subjects	Word Processing	1	The student can use Templates to created documents
4	4	All Subjects	Word Processing	3	The student can select the <i>Justification</i> style including left, right, & middle
5	4	All Subjects	Desktop Publishing	3 & 4	The student can produce a class newspaper using technology
6	4	All Subjects	Telecommunications	2 & 5	The student can access resources through signing on and off
7	4	All Subjects	Telecommunications	4	The student has the ability to use e-mail
8	4	All Subjects	Telecommunications	1 & 3	The student has useable knowledge of individual software titles
9	4	All Subjects	Multimedia	3 & 4	The student has an awareness of multimedia presentations including the ability to arrange information
10	4	All Subjects	Multimedia	3 & 4	The student has an awareness to create and import digital images from a variety of sources
11	4	All Subjects	Multimedia	3 & 4	The student can create and import sound into documents
12	4	All Subjects	Internet Safety	1	The student demonstrates appropriate social behaviors when using technology and the Internet
13	4	All Subjects	Internet Safety	1	The student demonstrates ethical, legal and responsible behaviors while using technology
1	5	All Subjects	Keyboarding	3	The student can type 20 words per minute with 90% accuracy
2	5	All Subjects	Word Processing	3	The student can set margins and tabs
3	5	All Subjects	Word Processing	1	The student can create digital folders and sort personal files
4	5	All Subjects	Word Processing	3 & 4	The student can use the computer to compose, edit and publish a creative writing story
5	5	All Subjects	Desktop Publishing	5	The student demonstrates appropriate social behaviors when using technology and the Internet
6	5	All Subjects	Internet Safety		The student demonstrates ethical, legal and responsible behaviors while using technology
1	6	All Subjects	Keyboarding	3	The student can type 30 words per minute with 90% accuracy
2	6	All Subjects	Word Processing	1	The student can use a computer program to for desired outcomes
3	6	All Subjects	Word Processing	3	The student has mastered such word processing skills as entering, editing, formatting and revising text while producing a written document
4	6	All Subjects	Word Processing	3	The student can use the <i>Tab</i> and <i>Columns</i> functions within a document for desired outcomes
1	7	All Subjects	Keyboarding	3	The student can type 40 words per minute with 90% accuracy
3	7	All Subjects	Multimedia	3 & 6	Introduce media such as stored videos, telecommunications, and live videos to effectively search, collect, process and store information
4	7	All Subjects	Multimedia	6	The student can use technologies to interpret, analyze, synthesize and evaluate data
5	7	All Subjects	Multimedia	4 & 6	The student can use technology as tools for creative expression and communication of idea
1	8	All Subjects	Keyboarding	3	The student can type 40 words per minute with 90% accuracy

2	8	All Subjects	Database & Spreadsheets	3 & 6	The student can use the more advanced features of a database to solve problems
3	8	All Subjects	Database & Spreadsheets	3 & 6	Introduce spreadsheets applications including the "what if" function
4	8	All Subjects	Database & Spreadsheets	3 & 5 & 6	The student can use pre-existing databases to collect research data
5	8	All Subjects	Telecommunications	3 & 5 & 6	The student can deploy research strategies, including the ability to complete keyword searches, evaluate search results for accuracy, and produce a product using multiple online sources
6	8	All Subjects	Telecommunications	2 & 3 & 5 & 6	The student demonstrates ethical, legal and responsible behavior while using technology
1	High School	English	Word Processing	3	The student produces well-written, visually-pleasing documents while using basic word processing skills
2	High School	English	Word Processing	3	The student can produce a reports which includes a title page, outline, text, works cited, and parenthetical referencing
3	High School	English	Word Processing	3	The student demonstrates the ability to use editing skills which include indenting, font selection, text justification, margin selection, spell check, thesaurus, tabs and tab stops, pagination, and spacing to produce informational documents
4	High School	English	Multimedia	3 & 4	The student can compose, communicate, illustrate and illuminate their ideas while using technology
5	High School	English	Multimedia	2 & 5	The student can research, interpret and communicate their concepts and ideas using technology
6	High School	English	Multimedia	3 & 6	The student can create and compose meaningful images, video, and sound clips
7	High School	English	Multimedia	3 & 4 & 6	The student uses a verity of techniques to create multimedia presentations
10	High School	English	Applications	3 & 6	The student can create outlines for writing using a word processor
11	High School	English	Applications	3, 4, 5, & 6	The student can create multimedia projects with graphics, text and sound
12	High School	English	Applications	3, 4, 5, & 6	The student can create a timeline of events using technology
13	High School	English	Applications	3, 4, 5, & 6	The student uses desktop publishing to create newspapers and yearbooks on computer
14	High School	English	Applications	3	The student can enhance photographs using digital imaging software
15	High School	English	Applications	1, 2, 3, 4, 5, & 6	The student can produce videos in a TV production class
2	High School	Science	Database & Spreadsheets	3,4,5,& 6	The student uses advanced graphs to produce graphical regressions
3	High School	Science	Database & Spreadsheets	1, 2, 3, 4, 5, & 6	The student can navigate information systems to gain access to current data and information
4	High School	Science	Database & Spreadsheets	1, 2, 3, 4, 5, & 6	The student can contribute and extract compiled data to determine results
7	High School	Science	Applications	1, 3, 4, 5, & 6	The student uses probes for measurement and analysis
8	High School	Science	Applications	1, 2, 3, 4, 5, & 6	The student uses optical technologies for research and analysis
9	High School	Science	Applications	1, 2, 3, 4, 5, & 6	The student can use digital lab instruments
11	High School	Science	Applications	1, 2, 3, 4, 5, & 6	The student can download and analyze data from weather satellite
2	High School	Math	Programming	1, 3, 4, 5, & 6	The student can design, write and run programs to solve mathematical problems
4	High School	Math	Programming / Geometry	1, 3, 4, 5, & 6	The student can use the IF-THEN statement to make decisions about which
5	High School	Math	Programming / Algebra	1, 3, 4, 5, & 6	The student can modify programs to achieve desired changes in the program's output
7	High School	Math	Programming / Precalculus,	1, 3, 4, 5, & 6	The student can well organized charts and graphics
8	High School	Math	Spreadsheet / Algebra	1, 3, 4, 5, & 6	The student can use formulas to perform calculations, enter and correct data in a spreadsheet, and format cells

9	High School	Math	Spreadsheet / Geometry	1, 3, 4, 5, & 6	While using spreadsheets, the student can write formulas involving multiple cells, display answers in a variety of ways, and use the copy and fill down commands
11	High School	Math	Spreadsheet / Functions, Stats, & Trig	1, 3, 4, 5, & 6	The student can create pie charts, line graphs and bar charts to represent data
12	High School	Math	Spreadsheet / Precalculus, Discrete Math	1, 3, 4, 5, & 6	The student demonstrates the ability to use the VLOOKUP function while creating spreadsheets which solve complicated mathematical situations
2	High School	Social Studies	Research & Telecommunications	1, 3, 4, 5, & 6	The student can published documents online
3	High School	Social Studies	Research & Telecommunications	1, 2, 3, 4, 5, & 6	The student can establishes online conferences with remote sites
7	High School	Social Studies	Application Ideas	1, 2, 3, 4, 5, & 6	The student uses digital maps and GPS to solve problems
10	High School	Social Studies	Application Ideas	1, 2, 3, 4, 5, & 6	The student can complete digital simulations