

LINCOLN ELEMENTARY SCHOOL DISTRICT #27

Technology Curriculum Alignment

Grade Level	Category	Goal	I=Introduce P=Progressing M=Mastery	Assessment
K	Computer Basics	I can start programs from program launcher.		Informal check by end of 1st semester.
	Computer Basics	I can turn on the computer.		Informal check by end of 1st semester.
	Computer Basics	I can log on to the computer.		Informal check by end of 1st semester.
	Computer Basics	I know my school username and password.		Informal check by end of 1st semester.
	Navigation	I can use the mouse to navigate on the page.		Informal check by end of 1st semester.
	Word Processing	I can start a new document.		Informal check by end of 1st semester.
	Word Processing	I can close a document.		Informal check by end of 1st semester.
	Word Processing	I can print a document.		Informal check by end of 1st semester.
	Word Processing	I can compose using Microsoft Word.		Completion of sentences using Word.
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1	Computer Basics	I can log-on without prompt card.		Informal check by end of 1st semester.
	Computer Basics	I can start programs from Start menu.		Informal check by end of 1st semester.
	Word Processing	I can find and open an existing document.		Informal check by end of 1st semester.
	Word Processing	I can save a document.		Informal check by end of 1st semester.
	Navigation	I can navigate using keyboard arrows.		Informal check by end of 1st semester.
	Navigation	I can use a scrollbar to move up and down page.		Informal check by end of 1st semester.
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2	Internet	I can follow a link given in a document using CTRL+click.		Informal check by end of 1st semester.
	Internet	I can use backward and forward buttons.		Informal check by end of 1st semester.
	Word Processing	I can save document using icons.		Informal check by end of 1st semester.
	Word Processing	I can transfer writing from a hand-written document to a word processor.		Completion of sentences using Word.
	Word Processing	I know how to use Check Spelling and Grammar check to check entire document.		Informal check by end of 1st semester.

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3	Internet	I can use the toolbar at top of the page.		Informal check by end of 1st semester.
	Word Processing	I can change font (style / size) when I begin a document.		Completion of paper written in Word.
	Word Processing	I can change font (style / size) within a typed document.		Informal check by end of 1st semester.
	Word Processing	I can use Spell Check / Grammar Check to correct underlined information.		Informal check by end of 1st semester.
	Word Processing	I can use the undo icon.		Informal check by end of 1st semester.
	Word Processing	I can Copy - Paste within a document.		Informal check by end of 1st semester.
	Word Processing	I can Copy - Paste from a source outside a document (internet picture).		Informal check by end of 1st semester.
	Internet			
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4	Internet	I can type a web address correctly in the address bar.		Informal check by end of 1st semester.
	Internet	I can access the internet from the desktop and Start program.		Informal check by end of 1st semester.
	Keyboarding	Begin using Type to Learn software to introduce keyboarding skills		Introduction of a program that teaches homerow placement of fingers.
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5	Internet	I can search for a site using filtered search engine (google.com).		Informal check by end of 1st semester.
	Internet	I can recognize and avoid using outside links within a web-site.		Informal check by end of 1st semester.
	Internet	I can use encarta.com or other web-based reference sites.		Informal check by end of 1st semester.
	Keyboarding	I can use correct placement of fingers on the home-row keys through the use of keyboard program.		Completion of a program that teaches homerow placement of fingers.
	Creativity & Innovation	I can create a basic PowerPoint slideshow using templates.		Completion of a PowerPoint on any given classroom topic.
	Word Procassing	I can right-click to spell check a single word.		Informal check by end of 1st semester.

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6	Internet	I can recall the conditions of the Acceptable Use Policy and the consequences that will occur if not followed.		Formal assessment given using quia.com while in the lab.
	Internet	I can identify and use safe internet practices.		Completion of cybersmartcurriculum.org.
	Keyboarding	I can use proper body posture when keyboarding.		Monitor posture using checklist.
	Keyboarding	I can use proper finger placement for all keys when keyboarding.		Monitor hand placement using checklist.
	OTT Prep	I can setup a typed paper in proper format.		Completion of essays assigned by classroom teachers.
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7	Internet	I can select sites that are current, research-based and fact checked.		Assess sites chosen after teaching research skills and completion of research paper.
	Keyboarding	I can type with expected fluency (25 wpm)		Timed Tests given minimum of 3 times during keyboarding instruction.
	Keyboarding	I can type from homerow.		Monitor hand placement using checklist.
	OTT Prep	I can adjust margins in Page Setup.		Completion of essays assigned by classroom teachers.
	OTT Prep	I can adjust alignment of text.		Completion of essays assigned by classroom teachers.
	OTT Prep	I can insert / edit clipart, images and shapes.		Completion of essays assigned by classroom teachers.
	Word Processing	I can use shortcut keys for basic tasks.		Informal check by end of 1st semester.
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8	Creativity & Innovation	I can demonstrate basic knowledge of MovieMaker.		Completion of Year in Review - Production.
	Creativity & Innovation	I can demonstrate basic knowledge of Microsoft Excel.		Completion of "Who's the Greatest Player" project.
	Creativity & Innovation	I can demonstrate overall knowledge of Microsoft PowerPoint without assistance.		Completion of various classroom projects.
	Creativity & Innovation	I can demonstrate basic knowledge of Microsoft Publisher - Poster, Banner,		Completion of brochure.
	Creativity & Innovation	I can demonstrate basic knowledge of Photo Story 3.0.		Completion of Book Trailer for Language Arts.
	OTT Prep	I can use Microsoft Word to setup formatting for Block-Business Letter, Standard Memorandum, Unbound Research Paper, Table, Columns, Create Text Boxes, Insert/Edit Images.		Completion of OTT Test Preparation Packet.
	Keyboarding	I can type with expected fluency (30 wpm)		Timed Tests given minimum of 3 times during keyboarding instruction. Final assessment prior to high school testing.

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