

Computer Curriculum Overview Scope and Sequence

A concise overview is listed below. The individual subject areas and skills the computer program incorporates in a spiral curriculum are also listed. This overview supported by individual grade appropriate computer lesson plans, software and supplemental materials completes the total computer curriculum.

Kindergarten – Grade 3

1. Operate a computer using appropriate software
2. Apply a knowledge of basic terminology
3. Use computer assisted instruction software
4. Create simple designs and drawings using computers
5. Prepare a simple writing sample using a word processing program
6. Basic use of Internet age appropriate web sites

Grade 4 – Grade 6

1. Use computer assisted instructional software
2. Demonstrate mastery of word processing programs
3. Use and create a database
4. Use graphic programs for creative and practical applications
5. Use a desktop publishing program
6. Use appropriate computer and Internet terminology
7. Use technology for research
8. Use basic keyboarding skills
9. Use technology to create multimedia presentation
10. Use of the Internet for research

Subject Areas:

Math	Utility
Language Arts/Reading	Keyboarding
Science	Databases
History/Geography	Computer Literacy
Simulation	Graphics
Problem Solving	Art

Curriculum development is a dynamic, ongoing process, therefore it is expected that this curriculum will be changed or be modified from time to time to accommodate instructional needs of the students. In addition, accommodation will be made to incorporate upgraded versions of software titles in the school's software library when budget allows.

Computer Curriculum

Kindergarten through Grade TWO

Goal: The overall goal for students in Kindergarten through second grade is to expose the students to fundamental computer concepts and to have them become familiar with the hardware, and software applications in our software library.

Objectives:

- To operate a computer using appropriate software
- To apply a knowledge of basic computer terminology
- To demonstrate proper care of hardware and software
- To use computer assisted instruction software
- To create simple designs and drawings using computers
- To prepare a simple writing sample using a word processing application
- To have a basic use of Internet age appropriate webs sites

Learning Outcomes:

Computer Basics

The students will:

Learn the beginnings of: open/close a file, use scroll bars, arrow keys

Mouse

The students will:

Move the cursor displayed on the monitor, click on an icon to open a file

Keyboarding

The students will:

Begin the very basic keyboarding skills

Word Processing

The students will:

Explore the very basic use of a word processing application

Graphics

The students will:

Explore creative ideas using graphic drawing programs

Internet/Electronic Reference

The students will:

Explore teacher selected websites

Terminology

The students will:

Use the correct words for basic components of a computer system

Assessment:

Lessons are planned to meet individual needs

Informal teacher evaluations

Applications Utilized:

Microsoft Windows XP Professional

Microsoft Office 2007 Professional

KiPix Deluxe Studio

A wide variety of selected grade appropriate core curriculum software (see software inventory)

Resources:

Posters

Internet

Projection System

Values:

Every child can achieve success in computer usage

Computer use can be viewed as both a challenge and an opportunity

The relationship of technology to everyday life can be understood

Computer Curriculum

Grade Three and Grade Four

Goal: The overall goal for students in Grades three and four is to advance the children's computing knowledge to include file management, keyboarding and research skills. Students will be introduced to Microsoft Windows XP Professional operating system, and Microsoft Office 2007 applications, including Microsoft Word, Microsoft Excel and Microsoft Power Point. Students will use the Type to Learn 4 software for basic keyboarding techniques. They will utilize electronic research software and the Internet as a research tool. In addition a variety of core curriculum computer assisted learning software titles are available for curriculum integrations.

Objectives:

- To operate a computer using appropriate software
- To apply a knowledge of basic computer terminology
- To demonstrate proper care of hardware and software
- To use computer assisted instruction software
- To create intermediate designs and drawings using computers
- To prepare a simple writing sample using a word processing application
- To have an intermediate use of Internet

Learning Outcomes:

Computer Basics

The students will:

- Open/close a file, use scroll bars, arrow keys, special keys

Mouse

The students will:

- Move the cursor displayed on the monitor, click on an icon to open a file

Keyboarding

The students will:

- Improve basic keyboarding skills

Word Processing

The students will:

- Expand basic formatting

Graphics

The students will:

- Explore creative ideas using graphic drawing programs

Database/Spreadsheet

The student will:

- Explore basic functions of a simple database

Internet/Electronic Reference

The students will:

- Explore teacher selected websites

Terminology

The students will:

Use the correct words for basic components of a computer system

Assessment:

Lessons are planned to meet individual needs
Informal teacher evaluations

Applications Utilized:

Microsoft Windows XP Professional
Microsoft Office 2007 Professional
A wide variety of selected grade appropriate core curriculum software (see software inventory)

Resources:

Posters
Internet
Projection System

Values:

Every child can achieve success in computer usage
Computer use can be viewed as both a challenge and an opportunity
The relationship of technology to everyday life can be understood

Grade Five and Grade Six

Goal: The overall goal for students in Grades five and six is to offer the students more knowledge of the Microsoft Windows XP Professional operating system, and Microsoft Office 2007 applications, Internet search techniques, writing formats, keyboarding skills and introduction to presentation techniques. Students will be encouraged to integrate the computer technology into their primary curriculum requirements.

Objectives:

- To operate a computer using appropriate software
- To apply a knowledge of basic computer terminology
- To demonstrate proper care of hardware and software
- To use computer assisted instruction software
- To create intermediate designs and drawings using computers
- To prepare a simple writing sample using a word processing application
- To have a competent use of Internet

Learning Outcomes:

Computer Basics

The students will:

- Open/close a file, use scroll bars, arrow keys, special keys
- Identify and use basic features of computer operating system: create folder on local hard drive, save a file to the desktop, the hard drive, floppy disk.

Keyboarding

The students will:

- Demonstrate efficient keyboarding technique

Word Processing

The students will:

- Explore basic formatting and editing: centering, line spacing, cut and paste, fonts, styles, size, spelling, insert images

Graphics

The students will:

- Explore creative ideas using graphic drawing programs and the use of more advanced functions of graphic drawing: animation, slide show special effects

Database/Spreadsheet

The student will:

- Explore basic functions of a database and spreadsheet

Internet/Electronic Reference

The students will:

- Explore teacher selected websites, identify basic elements of a website: URL, hyperlinks, site map, copy an image from a website into a file on desktop

Terminology

The students will:

- Identify components of a computer system, basic understanding of their function, and the use of appropriate terminology

Assessment:

Lessons are planned to meet individual needs
Informal teacher evaluations

Applications Utilized:

Microsoft Windows XP Professional

Microsoft Office 2007 Professional

A wide variety of selected grade appropriate core curriculum software (see software inventory)

Resources:

Posters

Internet

Projection System

Values:

Every child can achieve success in computer usage

Computer use can be viewed as both a challenge and an opportunity

The relationship of technology to everyday life can be understood