CURRICULUM MAP

Subject: Computer Technology   **Grade Level: Kindergarten**

FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER
MOUSE SKILLS QWERTY KEYBOARD COOPERATIVE LEARNING COMPUTER HARDWARE NAMES	TECHNOLOGY VOCABULARY PAGE ADVANCING DOUBLE/SINGLE CLICKING ON MOUSE CLICK & DRAG WITH MOUSE PULL DOWN MENU OPEN FOLDERS	HANDLING CD'S NAVIGATION WITHIN A PROGRAM INTRODUCTION TO PAINT PROGRAM	CONTINUATION OF ALL SKILLS

CURRICULUM MAP

Subject: Computer Technology   **Grade Level: 1st**

FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER
MOUSE SKILLS	MENUS	OPENING A PROGRAM	RECORD WITH A MICROPHONE
QWERTY KEYBOARD	SUB MENUS	NAVIGATION THROUGH A PROGRAM	MEANINGS OF ICONS
LETTER LOCATION ON KEYBOARD	MULTIPLE KEYS	CLOSING A	KEYBOARD SHORTCUTS
CLICK & DRAG	PULL DOWN	PROGRAM	PRINTING
SEQUENCING SKILLS	MENUS	CHANGING LEVELS	RETRIEVING SAVED GAMES
CAUSE & EFFECT	INTRO TO PAINT PROGRAM	SAVING A FILE	INSERTING & DELETING TEXT
FOLLOWING	PRINTING	NAMING A FILE	WORD WRAPPING
DIRECTIONS	PROPER TEXT SPACING	RETRIEVING SAVED GAMES AND FILES	RETRIEVING A PICTURE
		INTRO TO DIGITAL PHOTOGRAPHY	CAPITALIZATION & PUNCTUATION

FOURTH QUARTER (cont.)
INSERT CLIPART AND GRAPHICS
FORMATTING GRAPHICS: • Resizing/handles   • Moving/clicking & dragging   • Deleting   • Orientation

CURRICULUM MAP

Subject: Computer Technology   **Grade Level: 2nd**

FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER
KEYBOARDING SKILLS • Letter location • Fingering-intro to Home Row • Capitalization & Punctuation **MOUSE SKILLS** • double and single clicking **HARDWARE NAMES** **MENU NAVIGATION** **COOPERATIVE** **LEARNING** **TECHNOLOGY VOCABULARY** **FOLLOWING DIRECTIONS** **VOLUME CONTROL** **HEADPHONE USAGE**	**USE OF PAINT PROGRAM** • How to paint • Multiple key usage • Opening & closing • Folders • Using passwords • Quick find • Proper text spacing • Insert clipart • Formatting graphics • Saving and opening files • Recording voice with microphone	**ZOOMING IN & OUT** **RECOGNIZING DIFFERENT ICONS** **USE OF HELP MENU WITHIN AN APPLICATION** **FIND** **CONTINUATION OF KEYBOARDING SKILLS**	**INTRO TO WORD PROCESSING** • Inserting & deleting text • Word wrap • Enter or Return to start new paragraph • Inserting clipart or graphic • Format text **INTRO TO SLIDESHOW PRESENTATIONS** • Transitions • Sounds • Retrieve pictures and place into presentation form

CURRICULUM MAP

Subject: Computer Technology   **Grade Level: 3rd**

FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER
REVIEW MOUSE SKILLS **KEYBOARDING** • Letter location • Fingering • Home Row • Upper & lower case • Posture **HARDWARE** **NAMES CD USAGE** **VOCABULARY** **CLICK & DRAG** **COOPERATIVE LEARNING** **USE OF DIFFERENT LEVELS WITHIN A PROGRAM** **APPROPRIATE USE OF ICONS** **CLEANING UP DESKTOP**	**WORD PROCESSING** • Word wrap • Formatting text-size, style, color • Using the Enter or Return key to go to the next line • Highlighting text • Cut, copy and paste • Inserting and deleting clipart & photos • Formatting graphics • Layout of document • Saving and opening files	**CREATE A SIMPLE MULTIMEDIA SHOW** • Transitions & sounds • Inserting text in a text box • Opening/closing icons • Saving & opening files • Inserting clipart and photos **INTRO TO SPREADSHEETS AND GRAPHING** • Create tables • Input data • Create graphs • Interpreting results **CONTINUATION OF KEYBOARDING SKILLS**	**INTRO TO THE INTERNET** • Navigating through information links • Finding specific information • Search techniques-use of Search Engines • Typing in specific URL's • Problem solving skills • Printing selected passages or pages

CURRICULUM MAP

Subject: Computer Technology   **Grade Level 4th**

FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER
MOUSE SKILLS-LEFT AND RIGHT CLICK **HARDWARE NAMES** **COOPERATIVE LEARNING** **TECHNOLOGY** **VOCABULARY** **KEYBOARDING SKILLS** • Fingering • Posture • Work towards accuracy and speed **PROBLEM SOLVING SKILLS**	**WORD PROCESSING SKILLS** • Inserting/deleting text, photos, and graphics • Cut/paste/copy • Highlighting text • Formatting text and graphics • Page layout-alignment • Editing skills • Spell check **INTRO TO THE INTERNET** • URL's • Search Engines • Key word search • Narrowing search • Back & forward buttons • Home button • Refresh button • Acceptable use policy	**CONTINUATION OF KEYBOARDING SKILLS** **INTRO TO SPREADSHEETS** • Create table • Input data – more than one variable • Create graphs • Interpret results	**MULTIPLE KEY USAGE** **NAVIGATING THROUGH A PROGRAM** **INTRO TO POWERPOINT** • Choosing slide design • Choosing color scheme • Inserting text • Inserting pictures • Layout • Slide Transitions • Animation scheme **MULTI-TASKING** • Toggling between applications • Copy & Paste pictures and text • Minimize & Maximize windows • Window shade (MAC)

CURRICULUM MAP

Subject: Computer Technology   **Grade Level: 5th**

FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER

MENU NAVIGATION
 	
LEVELS WITHIN A
 	
PROGRAM TECHNOLOGY
 	
VOCABULARY
 	
KEYBOARDING SKILLS FOR ACCURACY & SPEED
• Mavis Beacon
 	
INTERNET SKILLS
• Acceptable usage policy
• Search engines
• Bookmarking or using My Favorites
• Inserting URL's
• Narrowing searches
• Links
 	
INTERNET ACTIVITIES
• "That Quiz" Mental Math Activities Applications to other academic areas
• "National Library of Virtual Manipulatives (NLVM)"
• "Ben's Guide to U.S. Government for Kids"
	COMIC LIFE
	• Page Template
	• Inserting Photos, Lettering, Text Balloons
	• Style and Details
	
	WORD PROCESSING SKILLS
	• Formatting text
	• Editing Text
	• Margins
	• Spell Check
	• Inserting/deleting text, photos, and graphics
	
	MULTITASKING
	• Toggle between applications
	• Window shade (MAC)
	• Copy & Paste pictures and text
	• Minimize & Maximizing windows
	
	PUZZLEMAKER
	• Word Search
	• Double Puzzle
	• Cryptograms
	• Math Square
	• Equation Search
		GARAGEBAND
		• Create musical piece
		• Select instruments
		• Sound effects
		• Add, Select, Move, Lock, Rename Tracks
		• Set tempo, key, time and length
		• Move around in timeline
		• Change track instrument
		• Add and Adjust track effects
		
		IMOVIE
		• Themes
		• Media
		  ○ Audio
		  ○ Photos
		• Copy & Paste pictures and text
		• Editing
		  ○ Titles
		  ○ Transitions
		  ○ Video FX
		  ○ Audio FX
			POWERPOINT PRESENTATIONS
			• Choosing slide design
			• Choosing color scheme
			• Layout
			• Insert text, graphics, video
			• Animation scheme
			• Graphic animation
			• Timing
			• Import sounds
			
			RESEARCH PROJECT
			• Research topic using internet
			• Take notes
			• Rough draft
			• Create presentation using PowerPoint

CURRICULUM MAP

Subject: Computer Technology   **Grade Level: 6th**

FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER
APPLE WORKS	• Format	• Margins	**RESEARCH**
• Overview	a. Document	a. top/bottom	• Worldbook Encyclopedia
o AppleWorks	b. Rulers	b. left/right	o Research a Country
▪ Word Processing	c. Section	• Line Spacing	▪ Government
▪ Drawing	d. Paragraph	a. single	▪ People
▪ Painting	e. Insert Header	b. double	▪ Land & Climate
▪ Database	f. Insert Footer	c. triple	▪ Economy
▪ Spreadsheet	• Font	• Headers/Footers	▪ History
	• Size	a. page numbers	
• Word Processing	• Style	• Print Enhancements	• Internet Search using Google & Ask Geeves
o Introduction	o Plain Text	a. bold print	
o Menus	o Bold	b. underline	
▪ File	o Italic	c. outline	**WRITING**
▪ Edit	o Underline	d. shadow	• Notebook/Journal
▪ Format	o Shadow	e. italic	o Types of entries
▪ Font	o Superscript	f. superscript	▪ Memory
▪ Size	• Window	g. subscript	▪ Journal
▪ Style	o Slide Show	• Text Alignment	▪ Reading Response
▪ Outline	o Show Tools	a. centered	▪ Story Idea
▪ Window	o ○Show Rulers	b. left	▪ Information
• File		c. right	▪ Poetry
o New	**WORKING WITH A DOCUMENT**	d. fill	▪ Life Observatiopn
o Open	• Beginning a document	• Spell Check	▪ Plans
o Insert	o entering text	• Thesaurus	▪ Story Idea
o Close	o inserting characters		▪ Self Reflection
o Save	o deleting characters	**GRAPHIC LIBRARY**	o Sharing
o Save As	o replacing characters	• Insert graphic in document	
o Library	• Scrolling text	o Word wrap	**WRITING A PIECE**
o Page Setup	• Saving a document	o Resize	• Topic writing
o Print	• Printing a document	o Transformations	• Rough draft
o Quit	• Find - find/replace text	o Graphic tools	• Revise & edit
• Edit	• Work with characters	o Rulers	• Self edit
o Cut	o cut	o Use of color	• Peer edit
o Copy	o copy	• Mac Mavis	• Final Copy
o Paste	o paste	o Keyboarding	
o Clear	o clear	o Lessons	
o Select All	o select all	o Activities	
o Insert Page#			
o Writing Tools			

CURRICULUM MAP

Subject: Technology   **Grade Level: 7th**

FIRST QUARTER	SECOND QUARTER	THIRD QUARTER	FOURTH QUARTER

APPLE WORKS
- Overview
  - AppleWorks
    - Word Processing
    - Drawing
    - Painting
    - Database
    - Spreadsheet

- Word Processing
  - Introduction
  - Menus
    - File
    - Edit
    - Format
    - Font
    - Size
    - Style
    - Outline
    - Window
- File
  - New
  - Open
  - Insert
  - Close
  - Save
  - Save As
  - Library
  - Page Setup
  - Print
  - Quit
- Edit
  - Cut
  - Copy
  - Paste
  - Clear
  - Select All
  - Insert Page#
  - Writing Tools

- Format
  a. Document
  b. Rulers
  c. Section
  d. Paragraph
  e. Insert Header
  f. Insert Footer
- Font
- Size
- Style
  - Plain Text
  - Bold
  - Italic
  - Underline
  - Shadow
  - Superscript
- Window
  - Slide Show
  - Show Tools
  - oShow Rulers

WORKING WITH A DOCUMENT
- Beginning a document
  - entering text
  - inserting characters
  - deleting characters
  - replacing characters
- Scrolling text
- Saving a document
- Printing a document
- Find - find/replace text
- Work with characters
  - cut
  - copy
  - paste
  - clear
  - select all

- Margins
  a. top/bottom
  b. left/right
- Line Spacing
  a. single
  b. double
  c. triple
- Headers/Footers
  a. page numbers
- Print Enhancements
  a. bold print
  b. underline
  c. outline
  d. shadow
  e. italic
  f. superscript
  g. subscript
- Text Alignment
  a. centered
  b. left
  c. right
  d. fill
- Spell Check
- Thesaurus

GRAPHIC LIBRARY
- Insert graphic in document
  - Word wrap
  - Resize
  - Transformations
  - Graphic tools
  - Rulers
  - Use of color
  - Keyboarding
  - Lessons
  - Activities
- Spreadsheet
  - Create a data spreadsheet
  - Make a graph from the data

- Graphic Design-Painting
  - Create graphic projects using the Painting application
  - Use of graphics tools
  - Use the Edit menu
  - Use of Transformations
  - Use of Color fill
  - Coordination of colors

PRESENTATION OF SOFTWARE
- Use HyperStudio to create media presentations
- Media presentations will include:
  - text
  - graphics
  - sound
  - action buttons
  - animation
  - background

INTERNET APPLICATIONS
- Proper use of the internet for research as it applies to academic classes.
- Use of search engines
- Virtual tour of the Freedom Trail in Boston

KEYBOARDING
- Mac Mavis

RESEARCH
- Worldbook Encyclopedia
  - Research a Country
    - Government
    - People
    - Land & Climate
    - Economy
    - History

Subject: Introduction to Technology   Grade Level: 8th   Curriculum Map (revised 10/21/24)
Teachers: Daniels, Pickell

First Quarter (Introduction)	Second Quarter (Production)	Third Quarter (Communication)	Fourth quarter (Energy)

- Safety In Technology
 	
- Technology and its history
 	
- Systems Model
• Input
• Process
• Output
• Feedback
 	
- 7 Resources of Technology
 (People, Capital, Information, Tools/Equipment, Materials, Energy, Time)
 	
- Measuring
 	
- Basic Drawing
• Isometric
• Orthographic
• Oblique
 	
- Problem Solving Method
 	
- Simple Machines
• Levers (1st, 2nd and 3rd Class)
• Inclined Plane
• Screw
• Wedge
• Pulley
• Wheel and Axle
	- Transportation
	• **History of transportation**
	• **Types of transportation**
	   o Land
	   o Water
	   o Air
	
	• **Elements of design**
	Aerodynamics
	   o Lift
	   o Drag
	   o Gravity
	   o Propulsion
	
	- Processing Resources
	How each resources is processed or changed for production
	
	• Processes of production
	   o Designing
	   o Drawing
	   o Prototyping
	   o Production
		- History of Communication Technology
		
		- Communication Theory
		• Channels
		• Sender/Receiver
		• Media
		• Encoding/Decoding
		• Feedback
		- Communication Systems
		• Graphic
		• Electronic
		• Photographic
		
		- Using Computer systems
		• Computer Basics
		• Word Processing
		• Computer graphics
		• Power Point
		
		- Audio/Visual Systems
		• Video Production
		• Client's Needs
		• Pre-Production Planning
		• Production
		• Planning
		
		- Future of Communications Technology
			- Forms Of Energy
			
			- Ways energy is transformed
			
			- Solar Energy (Radiant energy)
			• Passive Solar Systems
			• Active Solar Systems
			• Cooking systems utilizing radiant energy
			
			- Wind Energy
			Different Forms of transportation **a**nd the *energy used in each device*
			
			• Electrical
			• Mechanical
			• Steam