

## Technology Skills Grades 3-5

<b>I. UNDERSTANDS BASIC OPERATIONS AND CONCEPTS</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Uses and understands basic peripheral devices such as printer and scanner.	<b>R</b>	<b>R</b>	<b>M</b>
2. Uses age-appropriate keyboarding skills.	<b>R</b>	<b>R</b>	<b>R</b>
3. Opens and closes programs, saves and prints documents, produces and edits simple documents.	<b>R</b>	<b>M</b>	<b>M</b>
<b>II. UNDERSTANDS SOCIAL, ETHICAL AND HUMAN ISSUES</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Demonstrates positive social and ethical behaviors when using technology, citing sources when appropriate.	<b>R</b>	<b>R</b>	<b>R</b>
2. Understands the purpose of the Acceptable Use Policy.	<b>R</b>	<b>R</b>	<b>R</b>
3. Works cooperatively and collaboratively with peers, teachers, and others when using technology.	<b>R</b>	<b>R</b>	<b>R</b>
4. Discusses common uses of technology and media in daily life and the advantages and disadvantages those uses provide.	<b>R</b>	<b>R</b>	<b>R</b>
<b>III. APPLIES UNDERSTANDING OF TECHNOLOGY PRODUCTIVITY TOOLS</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Uses software for word processing, presentations and graphic organizers for school related projects and activities.	<b>R</b>	<b>R</b>	<b>M</b>
2. Uses technology resources (e.g. puzzles, logical thinking programs, writing tools, digital cameras, drawing tools) for problem solving, communication, and illustration of thoughts, ideas, and stories.	<b>R</b>	<b>R</b>	<b>M</b>
<b>IV. APPLIES UNDERSTANDING OF TECHNOLOGY COMMUNICATION TOOLS.</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Uses telecommunication tools such as email and bulletin boards to exchange information with peers, experts and others.	<b>I</b>	<b>R</b>	<b>R</b>
2.. Accesses appropriate websites for information on current events and community activities.	<b>I</b>	<b>R</b>	<b>R</b>
<b>V. APPLIES UNDERSTANDING OF TECHNOLOGY RESEARCH TOOLS</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Understands that not all information on the Internet is accurate and begins to evaluate the source for bias, relevance, accuracy and appropriateness.	<b>R</b>	<b>R</b>	<b>M</b>
2. Searches the Internet efficiently and effectively, using a variety of search engines.	<b>R</b>	<b>R</b>	<b>M</b>
<b>VI. APPLIES UNDERSTANDING OF TECHNOLOGY PROBLEM SOLVING AND DECISION MAKING TOOLS</b>	<b>3</b>	<b>4</b>	<b>5</b>
1. Uses technology resources such as puzzles, logical thinking programs, the Internet, and software programs to develop problem solving skills.	<b>R</b>	<b>M</b>	<b>M</b>
2. Uses information learned from technology resources to make decisions.			

I= Introduced

R= Reinforced

M= Mastered