

The **Fifth Grade Computer student** at St. Patrick’s will become acquainted with technology in a fun, yet challenging learning environment. In the computer lab, each child will learn to locate the parts of the computer, perform basic computer operations and properly care for a computer in their own, individual workstation. He/She will learn to operate several programs and applications through a variety of electronic resources designed to allow students to explore at their own pace. The students will be introduced to online safety and computer ethics through CyberSmart, a lesson plan that uses an interactive website, worksheets and oral discussions.

	<b>Goals/Standards</b>	<b>Instructional Tools</b>	<b>Assessment Tools</b>
<p><b>Basic Operations &amp; Concepts</b></p> <p>Standard A: Students demonstrate a sound understanding of the nature and operation of technology systems.</p> <p>Standard B: Students are proficient in the use of technology.</p>	<p>Students Can:</p> <ul style="list-style-type: none"> <li>• Type 15WPM with 90% accuracy in one minute while demonstrating proper techniques</li> <li>• Explore and understand the basic function and purpose of a database a spreadsheet</li> <li>• Explore the use of drawing and paint applications for classroom projects</li> <li>• Identify and use the basic features of computer operating system and use correct terminology when referring to them.</li> <li>• Save a file to the desktop, hard drive and network</li> <li>• Operate peripheral equipment</li> <li>• Use correct terminology in speaking about electronic communications</li> <li>• Identify and use correct applications for classroom projects</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-Keys</li> <li>• Microsoft Word</li> <li>• Microsoft Excel</li> <li>• Teacher-selected websites and CD-ROMs</li> </ul>	<ul style="list-style-type: none"> <li>• Oral Discussions</li> <li>• Self Assessment</li> <li>• Skills Tests</li> <li>• Rubrics</li> </ul>

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**Goals/Standards**

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**Instructional Tools****Assessment Tools**

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**Productivity Tools**

Standard A: Students use technology tools to enhance learning, increase productivity and promote creativity.

Standard B: Students use technology tools to collaborate in constructing technology-enhanced models, preparing publications and producing other creative work.

Students Can:

- Create an electronic presentation containing text and graphics
- Use an existing database to locate information
- Create a spreadsheet and graph to depict information gathered
- Install and select a printer
- Install shortcuts on a desktop
- Identify and use editing and formatting features on a word processing program
- Insert Images into a word processing document
- Identify appropriate applications for class projects
- Explore peripheral equipment

- Microsoft Word
- Microsoft Excel
- Fax
- Digital Camera
- Copy Machine

- Self Assessment
- Skills Tests
- Class Projects
- Rubrics

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**Goals/Standards**

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**Instructional Tools****Assessment Tools**

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**Technology****Communication Tools**

Standard A: Students use telecommunications to collaborate, publish and interact with peers, experts and other audiences.

Standard B: Students use a variety of media and formats to communicate information and ideas effectively to multiple audiences.

Students Can:

- Create an electronic presentation that contains text and graphics
  - Explore the use of application programs for organizing information into charts and graphs
  - Independently create a slide show presentation to communicate learning with others
  - Send an email (teacher guided)
- Microsoft Word
  - Microsoft Excel
  - Outlook Express
  - Teacher-selected websites and CD-ROMs
- Oral Discussions
  - Self Assessment
  - Skills Tests
  - Class Projects

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**Goals/Standards**

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**Instructional Tools****Assessment Tools**

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**Ethical, Cultural & Societal Issues**

Standard A: Students understand the ethical, cultural and societal issues related to technology.

Standard B: Students practice responsible use technology systems, information and software.

Standard C: Students develop positive attitudes toward technology use that support lifelong learning, collaboration, personal pursuits and productivity.

Students Can:

- Discuss basic issues related to responsible use of technology
- Describe personal consequences of inappropriate use of technology
- Demonstrate understanding of advantages and disadvantages of technology in everyday life
- Models ethical behavior related to security, privacy, passwords and personal information
- Explore Issues of ergonomics and personal safety in using computers
- Explore practices for evaluating websites and explain how media and technology can be misused to distort or exaggerate information
- Writes correct citations for text and images gathered from electronic sources

- CyberSmart
- Teacher-selected websites and CD-ROMs
- Worksheets/Handouts
- Group projects/skits

- Oral Discussions
- Self Assessment

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**Goals/Standards**

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**Instructional Tools****Assessment Tools**

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**Technology Research Tools**

Standard A: Students use technology to locate, review and collect information from a variety of sources.

Standard B: Students use technology tools to process data and report results.

Standard C: Students evaluate and select new information resources and technological innovations based on the appropriateness of specific tasks.

Students Can:

- Use an existing database to locate information
- Use a variety of digital reference materials to locate information
- Explore the use of content-specific tools to enhance the understanding of gathered content
- Explore the use of application programs to organize and communicate researched information

- Grolier Online
- Hands on experiences for subjects researched to evaluate research
- “Kid-Friendly” search engines such as Yahoooligans

- Oral Discussions
- Self Assessment
- Skills Tests
- Rubrics