

5-6 Computers Curriculum

Building: Central Middle School Course: Computer Class				
Competency Group: Computer Skills and Usage				
Competency Description: Computer lab behavior, basic computer use, keyboarding skills, word processing, internet safety, business communication and collaboration.				
Measurable Learner Objective	Integrated Skills/ Crosscutting	DO K	Unit	Instructional Strategies/Student Activities/ Resources
COMPUTER LAB BEHAVIOR <ul style="list-style-type: none"> ● Demonstrate appropriate social skills and behavior <ul style="list-style-type: none"> ○ students will learn and demonstrate ability to meet proper computer lab behavior expectations and daily routines 	PBIS 4 C's: Communication	2	Computer Lab Behavior	*Teach expectations at the beginning of the year *Practice desired behaviors *Google Slide project
BASIC COMPUTER USE AND CODING <ul style="list-style-type: none"> ● Demonstrate knowledge and understanding of basic computer safety to care for computers ● Understand and use current Learning Management System (LMS) <ul style="list-style-type: none"> ○ students will demonstrate understanding of Moodle and/or Google Classroom ● Demonstrate basic knowledge of computer keyboard functionality <ul style="list-style-type: none"> ○ students will be able to identify and use keyboard shortcuts on a chromebook ● Demonstrate basic understanding of files and folders <ul style="list-style-type: none"> ○ students will organize files into folders 	4 C's: Critical Thinking and Problem Solving, Creativity and Innovation	1-4	Computer Use	*Computer Care Kahoot *Effectively use LMS for class assignments *Integrate keyboard shortcuts when needed *Create, open, and move digital files and folders *Files and Folders Favorite Meal Project *Files and Folders sorting activity *Fill in graphic organizer with key commands and directional shortcuts

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<ul style="list-style-type: none"> ● Introduce coding basics <ul style="list-style-type: none"> ○ students will be given opportunities to practice coding through online resources 				*Code.org, Hour of Code, Scratch, Khan Academy
KEYBOARDING SKILLS <ul style="list-style-type: none"> ● Develop proper keyboarding form, posture and techniques for all letters, numbers, and commonly used symbols <ul style="list-style-type: none"> ○ students will set personal growth goals for speed and accuracy 	4 C's: Communication	2	Keyboarding skills (ongoing)	*Pre and Post timed typing test at beginning and end of year *Practice and completion of keyboarding lessons in a keyboarding software program *Use of proper techniques for projects
WORD PROCESSING <ul style="list-style-type: none"> ● Understand and use basic word processing skills Students will: <ul style="list-style-type: none"> ○ use appropriate word processing terminology ○ create, save and open documents ○ apply font changes (color, size, font, bold, italic, etc.) ○ change line spacing, margins, vertical, horizontal, and center alignment ○ create bullets and numbered lists ● Understand and use G Suite (Google Apps) Students will: 	ELA 4 C's: Creativity and Innovation, Communication	1-4	Word Processor (ongoing)	*Completion of various projects utilizing these skills with G Suite

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<ul style="list-style-type: none"> ○ demonstrate appropriate usage and understanding of Google Drive, Docs, Slides, Forms, Drawings, Sheets, etc. ○ choose which type of program is best for a project 				
<p>INTERNET SAFETY</p> <ul style="list-style-type: none"> ● Demonstrate understanding of internet safety Students will: <ul style="list-style-type: none"> ○ define vocabulary related to internet safety ○ demonstrate acceptable use of technology ○ discuss and evaluate personal safety and etiquette in an online environment ● Identify acceptable uses of technology ● Discuss personal safety and etiquette in an online environment ● Demonstrate understanding of cyberbullying Students will understand the definition and effects of cyberbullying and apply that knowledge to real-life situations 	<p>4 C's: Critical Thinking and Problem Solving, Creativity and Innovation, Collaboration</p>	<p>2</p>	<p>Internet Safety and Cyberbullying</p>	<ul style="list-style-type: none"> *NetSmartz.org * NSTeens.org *Edpuzzle videos * Informational posters and presentations *Group discussion *Crumpled paper lesson, give one get one activity * Creation of Google Slides Presentation
<p>BUSINESS COMMUNICATION AND COLLABORATION (if needed)</p> <ul style="list-style-type: none"> ● Use technology to effectively communicate Students will: <ul style="list-style-type: none"> ○ identify an audience for a text, judge how context affects text and create a project aimed at a particular audience ● Demonstrate ability to collaborate through the use of technology Students will: <ul style="list-style-type: none"> ○ demonstrate and participate in collaborative teamwork ● Present information to peers 	<p>4 C's: Communication, Collaboration, Critical Thinking and Problem Solving, and Creativity and Innovation</p>	<p>3, 4</p>	<p>Business communication and collaboration</p>	<ul style="list-style-type: none"> *Discuss language choices necessary for formal language vs informal language *Business letters to favorite company *Friendly letter *Promoting and creating a business project *Group activities *Share information by presenting projects

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