Computer Curriculum

Grade 3, 4, & 5

Our computer curriculum is a comprehensive, application-based curriculum that seeks to integrate technology into the daily school activities of all students. The focus of the curriculum is to improve student expression using computers as research and productivity tools.

Students are taught computer skills beginning in the 1st grade. These skills include computer parts, computer care, and basic computer application usage and keyboarding. These skills are repeated and expanded throughout the elementary years. Our goal is for students to research and produce written reports for any subject of instruction by the end of the 5th grade.

I have included units on database, spreadsheets, word processing and the Internet. Upon completing these tasks I expect all students would be competent and confident users of technology in their daily lives and see computers as an integral tool to their productivity as students and learners.

✓ The student will process, store, retrieve, and transmit electronic information.
✓ The student will retrieve information using search strategies from:
    1. Internet (telecommunications)
    2. CD-ROM
    3. Flash drives
    4. Cameras
    5. Video camera
✓ The student will observe demonstrations during group activities of single word search strategies to retrieve information from electronic sources.
✓ The student will observe demonstrations during group activities of search strategies to store retrieved information from electronic sources.
✓ Student will be aware of and understand:
    1. Internet (telecommunications)
    2. "Netiquette"—acceptable use policy of the internet
    3. Dangers of the internet

✓ **The student will communicate through application software.**

1. Compose and edit a multi page document at the keyboard, using word processing skills and writing process steps.
2. Reports: Table of contents, references and citing internet acquired information and graphics.
3. Stories
4. Use spreadsheets
5. Graphing in excel
6. Use databases
7. Use publishing software
8. Design and present Power Point presentations
9. Integrate graphics into word-processed documents and Power Point presentations

✓ **The student will process, store, retrieve, and transmit electronic information.**

1. Use search strategies to retrieve electronic information.
2. Use electronic encyclopedias, almanacs, indexes, and catalogs to retrieve and select relevant information.
3. Use local and wide-area networks and modem-delivered services to access and retrieve information

Applications

- Microsoft Office which includes:

Word

- Book reports
  Poetry writing
  Journal writing
  Recipe cards
  Brochures

Power Point

- Slide shows and projects
  Science multimedia report

Excel

- Create graphs and charts (M&M candy and weather projects)

Publisher

- Birthday cards
  Post cards
- Trading cards

Microsoft Paint

- Design desktop backgrounds
- Pictures for fun and to use in reports

Other interesting programs I will be introducing:

- Typing Instructor
- Mavis Beacon
- BBC Typing Mat on line
- ArchSoft Collage Creator
- Microsoft Photo Story

Creativity is important in the development of young children. We will expand our projects to encourage their creativity. Thanks, Linda Ketchum