

TECHNOLOGY

GRADE ONE

STANDARDS

- 1.0 **Problem Solving** — Students utilize problem-solving processes through the use of resources to reach a desired outcome.
- 2.0 **Productivity Tools** — Students use appropriate productivity tools including, but not limited to, word processing spreadsheet, database, multimedia and telecommunications.
- 3.0 **Research Tools** — Students use various technology tools to research information and evaluate its accuracy and appropriateness in order to solve problems and make decisions.
- 4.0 **Tools and Processes** — Students identify, apply concepts, and manage various tools and resources to evaluate their accuracy and appropriateness in solving problems and making decisions.
- 5.0 **Systems** — Students recognize that systems are made up of individual components and that each component affects the operation of the system and its relationship with other systems.
- 6.0 **Implications on Society** — Students evaluate the impact and ethical implications on individuals, society and the environment.

ESSENTIAL CONCEPTS, SKILLS, AND EXPERIENCES

PROBLEM SOLVING

It is expected that students will:

- (1)1.1 discuss a design/problem-solving method
- (1)1.2 utilize a design/problem-solving method

PRODUCTIVITY TOOLS

It is expected that students will:

- (1)2.1 identify parts of the computer
- (1)2.2 identify basic parts of a variety of technological learning tools
- (1)2.3 demonstrate proper care and handling of equipment (computers)
- (1)2.4 use input devices (e.g., mouse, keyboard, remote control) and output devices (e.g., monitor, printer) to successfully operate computers, audiotapes, and other technologies
- (1)2.5 use a variety of media and technology resources for directed and independent learning activities
- (1)2.6 demonstrate proper keyboarding skills locating and using letters, numbers, and special keys on a keyboard using proper left or right hand [NS 2.3.1]

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- (1)2.7 demonstrate proper navigation of the desktop, which includes:
 - a. appropriate cursor movement
 - b. opening and closing
- (1)2.8 follow proper sequence to run programs and accessories, which includes:
 - a. starting and exiting programs and accessories
 - b. switching between multiple programs
- (1)2.9 create a document that demonstrates simple typing and editing skills [NS 2.3.2]
- (1)2.10 create a document which includes a graphic using basic formatting techniques that demonstrate the ability to type, edit and print [NS 2.5.2]:
 - a. type simple sentences using a word processor
 - b. use cut, copy, paste, save, open, and print to edit a document
 - c. insert graphics into a document
- (1)2.11 demonstrate proper management of files and folders, which includes:
 - a. viewing
 - b. creating
- (1)2.12 understand commands, procedures, and management of developmentally appropriate multimedia
 - a. use developmentally appropriate multimedia software
 - b. create a multimedia document or presentation with guided instruction, using text, graphics, and/or sound [NS 2.5.5]
- (1)2.13 search a database with guided instruction, to locate specific information (e.g. electronic sources, telephone book, encyclopedia, and library card catalog) [NS 2.3.3]
- (1)2.14 use technological learning tools to enhance and extend learning and achievement through the development of effective communication skills
- (1)2.15 demonstrate responsible use of communication network applications

RESEARCH TOOLS

It is expected that students will:

- (1)3.1 select a research topic or define a problem with guided instruction, using technology tools [NS 3.3.1]
- (1)3.2 generate keywords for a research topic or problem with guided instruction, and conduct a search of electronic-based sources [NS 3.5.2]
- (1)3.3 summarize and share the research process and its outcome [NS 3.5.7]

TOOLS AND PROCESSES

It is expected that students will:

- (1)4.1 use technologies as an educational tool in all content areas
- (1)4.2 use technologies independently and collaboratively
- (1)4.3 recognize the importance of safety in computer and technology applications [NS 4.3.3]
- (1)4.4 demonstrate the importance of safety and ease of use in selecting appropriate tools [NS 4.5.3]

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- (1)4.5 employ tools and materials to design or develop products or projects [NS 4.5.2]
- (1)4.6 use technology information processing skills to enhance and extend learning in all areas

SYSTEMS

It is expected that students will:

- (1)5.1 define a system [NS 5.3.1]
- (1)5.2 identify the parts of a system and explain how the parts working together allow the system to do things the individual parts are unable to do alone (e.g., components of a computer system) [NS 5.3.2]
- (1)5.3 identify and categorize systems that provide food, clothing, shelter, entertainment, communications, health care, security, and other necessities and comforts of life [NS 5.3.3]

IMPLICATIONS ON SOCIETY

It is expected that students will:

- (1)6.1 describe how technology is used in daily activities to meet personal needs
- (1)6.2 practice etiquette using technology
- (1)6.3 describe the relationship between careers and technological developments
- (1)6.4 describe common uses of technology in daily life and how environments are changed [NS 6.3.4]
- (1)6.5 describe and use required district, school, and classroom procedures for use of technology