

# TECHNOLOGY

## Kindergarten

The computer lab forms an essential part of the media experience for students at MJDS. From an introduction to computers through games and basic activities in the early grades to keyboarding, word processing, sophisticated online research, and presentations of information using computer programs in the older grades the technology studies support and enhance all of the curricular areas. The students learn to appreciate and use the computer to enhance their learning through fun and productive activities.

Kindergarten technology is an introduction to the computer and programs people use. Kindergarteners work hard to develop their mouse skills and learn to use the keyboard and mouse to accomplish tasks.

### Units of Study- Key Content--Essential Questions

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| <p><b>Computer parts</b><br/> <b>Mouse games and activities</b><br/> <b>Drawing and painting</b><br/> <b>Graphing</b><br/> <b>Keyboarding familiar words</b></p> <p><b>Materials may include:</b><br/> Websites about authors, early reading and math skills, countries around the world, mouse skill games<br/> Software like <i>KidPix Studio</i> and <i>Microsoft Word</i><br/> CD-ROMs like <i>Millie's Math House</i>, <i>Sammy's Science House</i> and <i>Bailey's Book House</i></p> <p><b>Essential Questions for Kindergarten Technology:</b></p> <ul style="list-style-type: none"> <li>• What are the parts of the computer and how do they work? How can I use the mouse to access and start programs and make things happen while working on the computer? How does experimenting with different tools help me learn how the computer works? What can I do with programs to show what I know? How can I use the computer to communicate with words and pictures?</li> </ul> |
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### Concepts, Understandings, and Skills

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| <ul style="list-style-type: none"> <li>• Basic computer use</li> <li>• Parts of the computer</li> <li>• Mouse skills</li> <li>• Use of CD-ROM programs</li> <li>• Printing</li> <li>• Multimedia navigation</li> <li>• Drawing programs</li> <li>• Familiarity with keyboard</li> <li>• Basic keyboard functions</li> </ul> |
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# TECHNOLOGY

## Grade 1-2

The computer lab forms an essential part of the media experience for students at the Day School. From an introduction to computers through games and basic activities in the early grades to keyboarding, word processing, sophisticated online research, and presentations of information using computer programs in the older grades the technology studies support and enhance all of the curricular areas. The students learn to appreciate and use the computer to enhance their learning through fun and productive activities.

During first and second grade students will continue developing mouse skills while learning some basics of commonly used programs. Students will become familiar with tools the computer and programs have available to them that will help them begin to research and create projects that look nice and are effective.

### Units of Study- Key Content--Essential Questions

**Computer parts**  
**Writing a story**  
**Drawing computer graphics**  
**Making stationery**  
**Basic Microsoft programs**  
**Basic Internet research**  
**Finding, copying and pasting images**

**Materials may include:**

Websites such as Starfall and search engines such as Google  
 Software like *KidPix Studio*, *Microsoft Word* and *Microsoft Excel*  
 CD-ROMs like *Ariot*

**Essential Questions for Grade 1-2 Technology:**

- What are the parts of the computer and what do they do? How can I transfer something I've written to the computer? How can I use the computer to illustrate a story or information? What types of tools do computers have to make my project stand out? How can I find information about topics in which I am interested? How can the computer help me learn new skills or develop skills I already have?

### Concepts, Understandings, and Skills

- Basic computer use
- Parts of the computer
- Mouse skills
- Use of CD-ROM programs
- Printing
- Beginning keyboarding and word processing
- Basic Internet use
- Saving files on the network
- Drawing

# TECHNOLOGY

## Grade 3

The computer lab forms an essential part of the media experience for students at the Day School. From an introduction to computers through games and basic activities in the early grades to keyboarding, word processing, sophisticated online research, and presentations of information using computer programs in the older grades the technology studies support and enhance all of the curricular areas. The students learn to appreciate and use the computer to enhance their learning through fun and productive activities.

Technology in third grade builds on previous grade basic skills to create projects with various Microsoft Office products. Third graders work to create projects using these tools to begin to research and format pages. Third graders also begin to learn how to keyboard with proper posture and finger placement.

### Units of Study- Key Content--Essential Questions

#### **Keyboarding for Kids**

#### **Creating reading journals**

#### **Learning more about Microsoft Office Suite**

#### **Writing stories**

#### **Making invitations, cards and fliers**

#### **Research**

#### **Materials may include:**

Programs like *Keyboarding For Kids*, *Microsoft Word*, *Publisher*, *Excel*  
Websites and search engines like *Google* and *Merriam-Webster Online*

#### **Essential Questions for Grade 3 Technology:**

- How does learning to keyboard properly increase my ability to use the computer? What is the proper way to keyboard? What can Microsoft Word do for me and how does it help me to perform common tasks? How does software allow me to format a document in different ways and what buttons help me accomplish this task? How can I use the tools in programs to change the way an already existing project looks? How can I find information easily on the Internet?

### Concepts, Understandings, and Skills

- Basic computer use
- Saving on the network
- Printing files
- Keyboarding
- Word processing
- Internet and multimedia literacy
- Basic digital photography
- Using computer lab skills for classroom projects

# TECHNOLOGY

## Grade 4

The computer lab forms an essential part of the media experience for students at the Day School. From an introduction to computers through games and basic activities in the early grades to keyboarding, word processing, sophisticated online research, and presentations of information using computer programs in the older grades the technology studies support and enhance all of the curricular areas. The students learn to appreciate and use the computer to enhance their learning through fun and productive activities.

Fourth grade takes computer program use to the next level. Fourth graders take their prior knowledge and build upon it as well as independently work on classroom projects using this knowledge. Fourth graders continue to build upon their keyboarding skills increasing their speed and ability to keyboard efficiently.

### Units of Study- Key Content--Essential Questions

**Keyboarding for Kids**  
**Desktop publishing with text and graphics**  
**Making invitations using a template**  
**Researching**  
**Microsoft Office Programs**  
**Creating a graph**

**Materials may include:**  
 Programs like *Keyboarding For Kids*, *Microsoft Word*, *Publisher*, & *Excel*  
 Websites and search engines like *Google*, *Merriam-Webster Online*, sites found during individual research for classroom projects

**Essential Questions for Grade 4 Technology:**

- What can Microsoft Word do for me and how does it help me to perform more detailed tasks? How does software allow me to format a document in different ways and what buttons help me accomplish this task? How does Keyboarding properly help me efficiently use the computer? How can I create a flier that includes information and is easy and effective to read? How can I take numbers and create a visual depiction of these numbers? What are efficient means to research topics about which I am interested?

### Concepts, Understandings, and Skills

- Keyboarding and word processing
- Manipulating graphics
- Internet literacy and research
- Multimedia authoring
- Digital Photography
- Saving on the network
- Remote access of files
- Using computer lab skills for classroom projects

# TECHNOLOGY

## Grade 5

The computer lab forms an essential part of the media experience for students at the Day School. From an introduction to computers through games and basic activities in the early grades to keyboarding, word processing, sophisticated online research, and presentations of information using computer programs in the older grades the technology studies support and enhance all of the curricular areas. The students learn to appreciate and use the computer to enhance their learning through fun and productive activities.

Fifth grade technology takes the knowledge students have been accumulating and puts it all into action with various projects throughout the year. Students develop more in-depth skills and combine knowledge of programs to create projects in a variety of formats. Fifth graders learn to work independently and troubleshoot with greater effectiveness.

### Units of Study- Key Content--Essential Questions

Evaluation of website content  
Creating PowerPoint presentations  
Computer troubleshooting  
Internet research  
Writing and formatting papers  
Creating charts and graphs

**Materials may include:**

Software like *Microsoft Office Suite*

Websites like *Google* and other search engines, *CIA World Fact Book*, sites found during individual research for classroom projects

Digital cameras

**Essential Questions for Grade 5 Technology:**

- How does software allow me to format a document properly and to fit the needs of various types of presentation? What are different ways to search for information on the internet and how can I evaluate the information I find online? What is the proper way to handle and use a digital camera and what functions allow me to choose the proper setting for a photo? What information is appropriate to include in an effective PowerPoint presentation? How can "Save As" be used to take one project and change it into something else? How can information be shared via charts and graphs?

### Concepts, Understandings, and Skills

- Word processing
- Manipulating graphics
- Internet research
- Spreadsheets
- Multimedia literacy and authoring
- Digital Photography and slideshow creation
- Saving on the network
- Remote access of files
- Troubleshooting
- Using computer lab skills for classroom projects

# TECHNOLOGY

## Grade 6

The computer lab forms an essential part of the media experience for students at the Day School. From an introduction to computers through games and basic activities in the early grades to keyboarding, word processing, sophisticated online research, and presentations of information using computer programs in the older grades the technology studies support and enhance all of the curricular areas. The students learn to appreciate and use the computer to enhance their learning through fun and productive activities.

Sixth grade technology requires students to expand and synthesize their prior knowledge through a variety of projects. Sixth graders develop a deeper understanding of programs and the Internet and use these tools to integrate technology with their general studies curricula.

### Units of Study- Key Content--Essential Questions

Evaluation of website content  
 Creating PowerPoint presentations  
 Internet research  
 Creating spreadsheets and graphs  
 Computer troubleshooting  
 Writing and formatting papers

**Materials may include:**  
 Software like *Microsoft Office Suite*  
 Websites like *Google* and other search engines, sites found during individual research for classroom projects  
 Digital cameras

**Essential Questions for Grade 6 Technology:**

- What tools do I know about and can I use to accomplish tasks and complete assignments? How can I organize information and make sense of it in a variety of ways? What can you do with a photo once you have it stored digitally? How can one be sure that information found online is true? What are different ways to find information on the Internet? How can I find detailed information about a topic in which I am interested? What is the proper way to handle and use a digital camera and what functions allow me to choose the proper setting for a photo? How do you set up a picture and how do pictures help us tell stories?

### Concepts, Understandings, and Skills

- Word processing
- Manipulating graphics
- Internet research
- Spreadsheets and formulas
- Multimedia literacy and authoring
- Digital Photography and slideshow creation
- Critical media assessment
- Basic HTML website creation
- Saving on the network
- Remote access of files
- Troubleshooting
- Using computer lab skills for classroom projects