

4th-5th Grade Technology Expectations

- Identify computer hardware (monitor, keyboard, disk drive, printer, CPU, mouse, etc.)
- Use fundamental computer terms.
- Demonstrate basic computer care and preservation.
- Demonstrate proper handling of floppy disks and CDs
- Save and retrieve data from hard disk, floppy disk, and network drive.
- Print documents
- Use simple keyboard commands, menu commands, and toolbars within software programs
- Follow oral and written instructions.
- Use correct posture and orientation while keying.
- Identify letters, numbers, and other commonly used keys on the keyboard.
- Identify right-hand and left-hand sides of the keyboard.
- Use a mouse appropriately.
- Compose at the computer using random selection while maintaining correct position.
- Edit using appropriate keys.
- Use combination keys correctly.
- Use the Internet to access information through guided activities led by the teacher.
- Use a painting software tool to communicate or express an idea
- Use a graphics software tool to communicate or express an idea.
- Utilize databases to obtain information.
- Demonstrate basic charting and graphing skills.
- Creates a simple project using multimedia software.
- Combines appropriate graphics and text through Desktop Publishing.
- Communicates ideas using word processing program.
- Begins to create, modify and output documents.