Technology Categories	IDOE Standard	Demonstrate proficiency in the use of computers and applications as well as an understanding of the concepts underlying hardware, software, and connectivity **Skills**	K	1	2	3	4	5
Basic Operations	K-2.CD.1 3-5.CD.1	Turn on a computer and log in	I	R	M	M	M	M
Basic Operations	K-2.CD.1 3-5.CD.1	Use pointing device such as a mouse to manipulate shapes, icons, click on urls, radio buttons, check boxes, use scroll button	I	R	M	M	M	M
Basic Operations	K-2.DI.3 3-5.CD.2,3	Use desktop icons, windows and menus to open applications and documents	I	R	M	M	M	M
Basic Operations	K-2.CD.1 3-5.NC.2	File Management – saving documents	E	I	R	M	M	M
Basic Operations	K-2.CD.1 3-5.CD.1	Keyboarding • Use proper posture and ergonomics • Locate and use letter and number keys with left and right hand placement • Locate and use correct finger, hand for space bar, return/enter and shift key • Gain proficiency and speed in touch typing	I	R	M	M	M	M
Word Processing	K-2.DI.1 3-5.NC.2	Use a word processing (Word, Docs, Pages) application to write, edit, print and save simple assignments	N	I	R	M	M	M
Word Processing	K-2.DI.1 3-5.NC.2	Use menu/tool bar functions (e.g. font/size/style/line spacing/margins) to format, edit, and print a document	N	I	R	M	M	M
Word Processing	K-2.DI.1 3-5.NC.2	Highlight text, copy and paste text	N	E	I	R	M	M
Word Processing	K-2.DI.1 3-5.NC.2	• Copy and paste images within the document and from outside sources • Insert and size a graphic in a document	N	I	R	M	M	M
Word Processing	K-2.DI.1 3-5.NC.2	Proofread and edit writing using appropriate resources (e.g. dictionary, spell checker, grammar, and thesaurus)	N	E	I	R	M	M

N – Not Applicable E – Enrichment I – Introduce R – Reinforce M - Master

Technology Categories	IDOE Standard	Demonstrate proficiency in the use of computers and applications as well as an understanding of the concepts underlying hardware, software, and connectivity **Skills**	K	1	2	3	4	5
Spreadsheet tables/charts	3-5.NC.2	Demonstrate an understanding of the spreadsheet as a tool to record, organize, and graph information	N	N	E	I	R	M
Spreadsheet tables/charts	3-5.NC.2	Identify and explain terms and concepts related to spreadsheets (i.e. cell, column, row, values, labels, chart/graph)	N	N	E	I	R	M
Spreadsheet tables/charts	3-5.NC.2	Enter/edit data in spreadsheets and perform calculations using formulas	N	N	N	I	R	M
Spreadsheet tables/charts	3-5.PA.1	Use mathematical symbols (e.g. + add, - minus, * multiply, /divide, ^exponents	N	N	N	I	R	M
Spreadsheet tables/charts	3-5.PA.1	Use spreadsheets and other applications to make predictions, solve problems, and draw conclusions	N	N	N	I	R	M
Multimedia/ Presentation	K-2.PA.2 3-5.NC.2	Create, edit and format text on a slide (Power Point, Slides, Keynote)	N	I	R	M	M	M
Multimedia/ Presentation	K-2.PA.2 3-5.NC.2	Create a series of slides and organize them to present research or convey an idea	N	I	R	M	M	M
Multimedia/ Presentation	3-5.NC.2	Copy and paste or import graphics; change their size and position on a slide	N	N	E	I	R	M
Multimedia/ Presentation	K-2.PA.2 3-5.NC.2	Use painting and drawing tools/applications to create and edit work	N	E	I	R	M	M
Multimedia/ Presentation	K-2.PA.1 3-5.NC.1	Watch online videos and use play, pause, rewind and forward buttons while taking notes	I	R	M	M	M	M

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Technology Categories	*IDOE Standard*	Demonstrate the responsible use of technology and an understanding of ethics and safety issues in using electronic media at home, in school, and in society. **Skills**	K	1	2	3	4	5
Responsible Use, Copyright, and Plagiarism	K-2.IC.1 3-5.IC.1	Explain and demonstrate compliance with classroom, school rules (RUP) regarding responsible use of electronic devices and networks	I	R	M	M	M	M
Responsible Use, Copyright, and Plagiarism	K-2.IC.2 3-5.IC.2	Explain responsible uses of technology and digital information; describe possible consequences of inappropriate use	I	R	M	M	M	M
Responsible Use, Copyright, and Plagiarism	K-2.IC.1 3-5.IC.4	Explain fair use guidelines for the use of copyrighted materials (e.g. text, images, music, video in student projects) and giving credit to creators	N	I	R	M	M	M
Responsible Use, Copyright, and Plagiarism	K-2.IC.1 3-5.IC.2	Identify and explain the strategies for the safe and efficient use of electronic devices (e.g. passwords, virus protection, spam, pop up blockers)	N	N	I	R	M	M
Responsible Use, Copyright, and Plagiarism	3-5.IC.2	Demonstrate safe email practices, recognition of the potentially public exposure of email and appropriate email etiquette	N	N	N	I	R	M
Responsible Use, Copyright, and Plagiarism	K-2.IC.2 3-5.IC.2	Identify cyberbullying and describe strategies to deal with such a situation	I	R	M	M	M	M
Responsible Use, Copyright, and Plagiarism	K-2.IC.2 3-5.IC.2,3	Recognize and describe potential risks and dangers associated with various forms of online communication (social media)	N	I	R	M	M	M

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Technology Categories	IDOE Standard	Demonstrate the ability to use technology for research, critical thinking, decision-making, communication, collaboration, creativity, and innovation. Skills	K	1	2	3	4	5
Research and Information Gathering	K-2.PA.1 3-5.IC.3,4	Use age appropriate technologies to locate, collect, organize content from media collection for specific purposes, citing sources	I	R	M	M	M	M
Research and Information Gathering	K-2.PA.1	Perform basic searches on databases, (e.g. library, card catalog, encyclopedia) to locate information	N	E	I	R	M	M
Research and Information Gathering	K-2.NC.2	Evaluate teacher-selected or self-selected Internet resources in terms of their usefulness for research	I	R	M	M	M	M
Research and Information Gathering	3-5.PA.1,2	Use content specific technology tools (e.g. environmental probes, sensors, measuring devices, and simulations) to gather and analyze data	N	N	E	I	R	M
Research and Information Gathering	3-5.NC.1	Use Web 2.0 tools (e.g. online discussions, blogs, and wikis) to gather and share information	N	N	E	I	R	M
Research and Information Gathering	K-2.NC.2 3-5.PA.1	Identify and analyze the purpose of a media message (to inform, persuade, and entertain)	I	R	M	M	M	M
Communication/ Collaboration	K-2.NC.1 3-5.NC.1	Work collaboratively online with other students under teacher supervision	N	N	I	R	M	M
Communication/ Collaboration	K-2.NC.1 3-5.NC.1	Use a variety of age-appropriate technologies (e.g. drawing program, presentation software) to communicate and exchange ideas	N	I	R	M	M	M
Communication/ Collaboration	K-2.PA.2 3-5.NC.1,2	Create projects that use text and various forms of graphics, audio, and video, (with proper citations) to communicate ideas	N	N	I	R	M	M
Communication/ Collaboration	3-5.NC.1,2	Use teacher developed guidelines to evaluate multimedia presentations for organization, content, design, presentation and appropriateness of citations	N	N	E	I	R	M
Communication/ Collaboration	K-2.NC.1,2 3-5.NC.1,2	Use district approved Web 2.0 tools for communication and collaboration	N	N	I	R	M	M

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