



The BMP Ridge Street School Computer Curriculum is designed to prepare students to use technology resources as tools for learning, to access, organize and apply information, and to integrate their skills within other areas of school and everyday life experiences.

Students develop an understanding of the impact technology has upon society and demonstrate ethical behavior in the use of computer technology.

Throughout their years at BMP Ridge Street School students become more sophisticated in their use of technology tools. The skills students are learning today will prepare them for the challenges they will face in a highly technical and competitive society.

Technology, especially computer technologies, is the key to enhanced learning in all areas of education.

COMPUTER CURRICULUM

Kindergarten

In Kindergarten, the computer curriculum focuses on helping children become comfortable using the computer. The computer will be used to reinforce most readiness skills that are taught within the kindergarten curriculum. Various educational software program are used.

<i>Technology Standard</i>	<i>NETS Performance Indicator</i>	<i>Activities/Tools/Resources</i>
<i>Social, ethical, and human issues:</i>	Demonstrate understanding and follow the Responsible Use of Technology Policy	<ul style="list-style-type: none"> ❖ Student signature of AUP ❖ Class discussion of rules, behavior, & responsibilities
	Demonstrate ethical behavior when using technology	
	Work collaboratively with peers & teacher when using technology	
<i>Basic Operations and concepts:</i>	Demonstrate proper posture at the keyboard while working at the computer	<ul style="list-style-type: none"> • Computer coloring book
	Apply appropriate and safe use of computer system (computer, keyboard, mouse, monitor, printer)	
	Turn computer on/off	
	Become familiar with basic computer terms (computer, keyboard, monitor, mouse, printer)	
<i>Technology Productivity Tools: Keyboarding Readiness</i>	Learn letter recognition and placement on the keyboard	
	Identify function and use spacebar, return key and delete key	
<i>Technology Productivity Tools: Word Processing</i>	Use keyboard to type first name	<ul style="list-style-type: none"> • Use word processor to practice letters and numbers
	With assistance, type words/sentences using inventive spelling	

<p><i>Technology Productivity Tools: Computer-Aided Instruction</i></p>	<p>Use digital media software that correlates with core curriculum for remediation, reinforcement, and enrichment</p>	<ul style="list-style-type: none"> ❖ Sammy Science House ❖ Living Books
<p><i>Technology Research:</i></p>	<p>With assistance, engage in online activities that review or remediate concepts of skills already presented</p>	<ul style="list-style-type: none"> ❖ Visit Internet Explorer http://www.computerlab.kids.new.net/what_to_do.htm for online enrichment activities

COMPUTER CURRICULUM

First Grade

In Grade One, the computer curriculum focuses on developing fundamental computer skills. Students will begin basic keyboarding by locating letters and numbers on the keyboard. They will also use Microsoft Word to practice word processing skills. The Internet is presented by the teacher as a source of information for curriculum connection. Computer activities are coordinated with the first grade curriculum and various computer skills are learned and practiced throughout the school year.

<i>Technology Standard</i>	<i>NETS Performance Indicator</i>	<i>Activities/Tools/Resources</i>
<i>Social, ethical, and human issues:</i>	Demonstrate understanding and follow the Responsible Use of Technology Policy	<ul style="list-style-type: none"> ❖ Student signature of AUP ❖ Class discussion of rules, behavior, & responsibilities
	Demonstrate ethical behavior when using technology	
	Work collaboratively with peers when using technology	
<i>Basic Operations and concepts:</i>	Demonstrate proper posture at the keyboard while working at the computer	<ul style="list-style-type: none"> ❖ Online- Computer Parts Painting http://www.kto8.com/games.shtml • Mouse control- TVO Kids http://www.tvokids.com/framesets/nook_new.html?game=66
	Apply appropriate and safe use of computer hardware (computer, keyboard, mouse, monitor, printer)	
	Turn computer on/off	
	Log on/off computer system using name/password	
	Open/quit software with assistance	
	Use mouse control to point and click specific areas on the screen to interact with computer	
	Manipulate cursor on screen using mouse control	
Identify basic computer terms (computer, keyboard, monitor, mouse, printer)		
<i>Technology Productivity Tools: Keyboarding Readiness</i>	Use space bar correctly between words	<ul style="list-style-type: none"> ❖ Online- Identify letters on keyboard game “A.B.Cow” http://pbskids.org/lions/games/abcow2.html ❖ Use word processor to practice letters, numbers, & keyboard symbols
	Create Capital letters using Shift key	
	Learn letter recognition and placement on keyboard	
	Become familiar with the placement of special keys on the keyboard (Shift, Return, Arrow, Period, Delete)	

Technology Productivity Tools: Word Processing	Use word processing to key words and/or sentences using capital letters and periods	❖ Microsoft Word Journal Writing Spelling test Creative writing Letter Writing
	Format text using text sizes and color	
	Use inventive spelling while using word processor	
	Delete or replace letter(s) or word(s)	
	❖ Use word processing files to complete skill work exercises: <ul style="list-style-type: none"> • Math (solve addition/subtraction problems, create patterns, sorting activities, classifying, etc) ❖ Language Arts (matching letter sounds, vocabulary review, sentence completion, scrambled words, etc) 	
Technology Productivity Tools: Computer-Aided Instruction	Use digital media software that correlates with core curriculum for remediation, reinforcement, and enrichment	
Technology Research:	Identify the Internet as a source of information	❖ Internet Explorer ❖ Online Field Journal http://amnh.org/nationalcenter/online_field_journal/cp/cp_menu.html
	Explore Internet resources and information using teacher-created sites	

	<p>Use online websites to enrich reading/language arts, math, science, social studies skills</p>	<ul style="list-style-type: none">❖ Online Tooth Tally Project http://wilburnes.wcpss.net/tooth.htm❖ Visit online museums, zoos, parks & aquariums❖ Listen to online stories www.starfall.com❖ The Great Plant Escape Webquest http://www.urbanext.uiuc.edu/gpe/gpe.html❖ Visit http://www.computerlab.kids.new.net/what_to_do.htm for online enrichment activities
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COMPUTER CURRICULUM

Second Grade

The Second Grade computer curriculum builds on the foundation of skills already laid in Kindergarten and First Grade. Second graders build their word processing skills by learning to highlight text, change font & size, utilize spell check feature of the word processor. Students increase their computer literacy through their understanding of simple computer terminology. The Internet is introduced through teacher presentation. Later, students learn to type a URL that is selected by a teacher and as a class navigate through a site to analyze data. The computer will be used to reinforce second grade curriculum through various educational software, creativity programs and the Internet.

<i>Technology Standard</i>	<i>NETS Performance Indicator</i>	<i>Activities/Tools/Resources</i>
<i>Social, ethical, and human issues:</i>	Demonstrate understanding and follow the Responsible Use of Technology Policy	<ul style="list-style-type: none"> ❖ Student signature of AUP ❖ Class discussion of rules, behavior, & responsibilities
	Demonstrate ethical behavior when using technology	
	Work collaboratively with peers when using technology	
<i>Basic Operations and concepts:</i>	Demonstrate proper posture at the keyboard while working at the computer	<ul style="list-style-type: none"> ❖ Who Am I? Computer Matching Parts activity ❖ Computer License Certificate ❖ Online Mouse Control- Tomato Bounce game http://www.kto8.com/games.shtml ❖ TVO Kids http://www.tvokids.com/framesets/nook_new.html?game=66
	Apply appropriate and safe use of computer hardware (computer, keyboard, mouse, monitor, printer) and software	
	Turn computer on/off	
	Restart computer	
	Log on/off computer system using name/password	
	Access/quit software	
<i>Technology Productivity Tools: Keyboarding Readiness</i>	Identify the physical components of a computer system (computer, keyboard, monitor, mouse, printer)	<ul style="list-style-type: none"> ❖ Online-Identify Letters on Keyboard http://www.kto8.com/games.shtml# ❖ Use word processor to practice letters, numbers, & keyboard symbols
	Demonstrate body position for efficient keyboarding	
	Use right/left hands on appropriate sides of keyboard	
	Correctly identify letters & numbers on the keyboard	
	Use space bar correctly between words, after comma, question mark, and at the end of a sentence	
	Use special function keys correctly (Return, Shift, Caps Lock, Delete, Space bar, Tab)	<ul style="list-style-type: none"> ❖ Microsoft Word Letter/ story writing Peer editing
	Use word processor for classroom assignments	
	Save/retrieve files created in word processor	
	Format ext using different fonts, styles, text sizes, and colors	

Technology Productivity Tools: Word Processing	Print text created in word processor	Science dictionary (Energy) Self Portrait/acrostic poetry
	Insert graphics to illustrate text	
	Use electronic drawing tools to illustrate text	
	Type text from written or printed source (handwritten stories)	
	Become familiar with left, right, and center justification of text	
	Edit work for mistakes in writing ❖ Use word processing files to complete skill work exercises: <ul style="list-style-type: none"> • Math (solve addition/subtraction problems, geometric shapes, graphing, classifying, money, etc) • Language Arts (matching letter sounds, vocabulary review, sentence completion, scrambled words, etc) 	
Multimedia	Use teacher created template to create multimedia products	Microsoft PowerPoint Life Cycle of a Butterfly Class Field Trip Community Helpers Life Slideshow
Technology Productivity Tools: Computer-Aided Instruction	Use digital media software that correlates with core curriculum for remediation, reinforcement, and enrichment	
Technology Research:	Identify the Internet as a source of information	❖ Visit online museums, zoos, parks & aquariums ❖ Conduct research from teacher selected site (www.enchanted learning.com) ❖ Online Field Journal http://amnh.org/nationalcenter/online_field_journal/cp/cp_menu.html
	Use Yahoo!igans as a search engine	
	Explore Internet resources and information using teacher-created sites	
	Recognize "Hyperlinks" in an Internet site (identify cursor change to a hand)	
	Use Hyperlinks to navigate within a website	
	Use Back button to return to previous web screen	

	<p>Use online websites to enrich reading/language arts, math, science, social studies skills</p>	<ul style="list-style-type: none">❖ Engage in Webquests❖ Visit Internet Explorer http://www.computerlab.kids.new.net/what_to_do.htm for online enrichment activities
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COMPUTER CURRICULUM

Third Grade

The focus on the Third Grade computer curriculum is to increase their computer literacy by presenting more advanced computer skills. Students use the computer as a word processor and use their skills in writing assignments in all subject areas. Students will be provided with fundamental keyboarding skills using Home row, “Qwerty”, and Bottom row keys with a goal of 5-10 words per minute with an accuracy of 92%. Multimedia will be introduced and learn how to present information using text, images, and electronic drawings. Students will develop an understanding of what the Internet is and how it can be used to share vast amounts of information, and will gather information to use in class assignments.

<i>Technology Standard</i>	<i>NETS Performance Indicator</i>	<i>Activities/Tools/Resources</i>
<i>Social, ethical, and human issues:</i>	Demonstrate understanding and follow the <i>Responsible Use of Technology Policy</i>	❖ Student signature of AUP ❖ Class discussion of rules, behavior, & responsibilities
	Demonstrate ethical behavior when using technology	
<i>Basic operations and concepts:</i>	Turn computer on/off and re-boot computer	❖ Computer Matching Parts Activity ❖ Computer care & use activity
	Log on/off computer system using name /password	
	Access and quit software	
	Retrieve and save files into student folder	
	Identify the physical components of a computer system	
	Apply appropriate and safe use of computer hardware and software	
	Demonstrate proper posture while working on the computer	
	Feel confident about ability to use the computer	
<i>Technology Productivity Tools:</i>	Use productivity tools (keyboarding, word processing, presentation programs) to promote creativity and facilitate learning throughout the curriculum.	
<i>Keyboarding</i>	Demonstrate correct keyboarding posture	❖ Touch Typing Online Practice http://www.senselang.com/
	Learn the fundamentals of touch typing	
	Demonstrate correct finger placement for keys learned	

	Touch Type at 5-10 words per minute	<ul style="list-style-type: none"> ❖ Internet Explorer ❖ Ultrakey ❖ All the Right Type
Word Processing	Identify word processing terms	<ul style="list-style-type: none"> ❖ Microsoft Word Edit teacher created documents Letter/story writing Class newsletter Type text from written or printed source
	Demonstrate beginning word processing techniques: <ul style="list-style-type: none"> ▪ Create new document, enter information, save, print ▪ Format a document using different fonts, text sizes, styles, color 	
	Locate and use word processor menu bar, pull-down menus, and keyboard shortcuts	
	Edit work (insert & delete text)	
	Use left, right, and center justification	
	Import graphics and incorporate drawings into a word processing document	
	Use word processing for assignments in all subject areas	
Multimedia	Use teacher created template to create multimedia products	<ul style="list-style-type: none"> ❖ Microsoft PowerPoint ❖ World of Animals Scavenger Hunt ❖ Animal Learn & Share Slideshow ❖ Inside the Whitehouse ❖ Visit online museums, zoos, parks & aquariums
Technology Research Tools:	Identify the Internet as a source of information	<ul style="list-style-type: none"> ❖ Teacher created searching activities ❖ World of Animals Scavenger Hunt ❖ Animal Learn & Share Research ❖ World Cultures ❖ Visit Internet Explorer http://www.computerlab.kids.new.net/what_to_do.htm for online enrichment activities
	Identify and demonstrate online safety and netiquette	
	Conduct online research using kid friendly search engines and basic search strategies: Yahoologans	
	Perform and understand the difference between a directory search and a keyword search	
	Use hyperlinks and button bar to navigate web sites	
	Download images	
	Bookmark sites for future use	

	Use online websites to enrich reading/language arts, math, science and social studies	
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COMPUTER CURRICULUM

Fourth Grade

In Fourth Grade, the focus of computer instruction is to refine and extend skills taught at the previous grade levels. Students work on typing using proper finger position for all letters on the keyboard while increasing speed and accuracy. They create multimedia presentations combined with text research from the Internet, graphics obtained from the Internet, graphic design, and animation. Students learn to use a spreadsheet to create charts and graphs. In addition to exploring Internet sites related to different areas of the curriculum, students also learn to locate and collect information online.

<i>Technology Standard</i>	<i>NETS Performance Indicator</i>	<i>Activities/Tools/Resources</i>
<i>Social, ethical, and human issues:</i>	Demonstrate understanding and follow the <i>Responsible Use of Technology Policy</i>	<ul style="list-style-type: none"> ❖ Student signature of AUP ❖ Class discussion of rules, behavior, & responsibilities
	Demonstrate ethical behavior when using technology	
	Identify computers as a tool that is useful in their daily lives	
<i>Basic operations and concepts:</i>	Turn computer on/off and re-boot computer	<ul style="list-style-type: none"> ❖ Computer Dictionary-definitions ❖ Computer System- Identify Parts & Function
	Log on/off computer system using name/password	
	Access and quit software	
	Retrieve and save files into student folder	
	Identify the physical components of a computer system and understand Computer Terminology	
	Apply appropriate and safe use of computer hardware and software	
	Begin to identify and use keyboard shortcuts to accomplish tasks quicker	
	Demonstrate proper posture while working on the computer	
	Feel confident about ability to use the computer	
<i>Technology Productivity Tools:</i>	Use productivity tools (keyboarding, word processing, presentation programs) to promote creativity and facilitate learning throughout the curriculum.	
	Demonstrate correct keyboarding posture and finger placement for keys	<ul style="list-style-type: none"> ❖ Ultrakey ❖ All the Right Type

Keyboarding	Touch Type at 10-15 words per minute	❖ Typing Tutor 7
	Work on keyboarding skills in conjunction with word processing	
Word Processing	Identify word processing terms	❖ Microsoft Word Edit teacher created documents Book Report Cover Page Personal stationary Letter/story writing Type text from written or printed source
	Demonstrate intermediate word processing techniques: <ul style="list-style-type: none"> ▪ Format, edit, align text ▪ Cut, copy & paste text ▪ Line spacing ▪ Use menu and tool bars ▪ Use Keyboard shortcuts ▪ Use word processing utilities: spell check, thesaurus ▪ Demonstrate use of electronic drawing tools 	
	Incorporate Graphic Design to enhance document: images downloaded from the Internet, clip art, watermark pictures, page border	
	Use word processing for assignments in all subject areas	
Multimedia	Create linear multimedia products incorporated with text, images gathered from the Internet, graphic design, imported sounds, and transitions	❖ Microsoft PowerPoint My Life Explorer Slideshow
Spreadsheet	Identify components of a Spreadsheet (Rows, columns, cells)	❖ Microsoft Excel Fast Food Our Favorites Shopping Spree
	Format row height and column width	
	Enter and edit data into assigned cell	
	Use a Spreadsheet to create graphs	
Technology Research Tools:	Identify and demonstrate online safety and netiquette	❖ Teacher created Internet activities ❖ Exploration Web Quest ❖ Virtual Field Trips ❖ Scavenger Hunt ❖ Visit online museums, zoos, parks &
	Conduct online research using several search engines and search strategies: Yahoo!igans, Google	
	Download images	
	Bookmark sites	
	Cite Sources	

	Extend skills in other curriculum areas using the web to browse related subjects	aquariums ❖ Visit Internet Explorer ❖ http://www.computerlab.kids.new.net/what_to_do.htm for online enrichment activities
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COMPUTER CURRICULUM

Fifth Grade

In Grade Five, students become more proficient at accessing, gathering, organizing, and presenting information by using the computer as an educational tool. They will be encouraged to present information in a variety of ways (brochures, tables, multimedia presentations, etc.) Fifth graders receive a review of basic Internet searching with a focus on practicing important skills using search engines, downloading text and images, and crediting online sources.

<i>Technology Standard</i>	<i>NETS Performance Indicator</i>	<i>Activities/Tools/Resources</i>
<i>Social, ethical, and human issues:</i>	Demonstrate understanding and follow the <i>Responsible Use of Technology Policy</i>	<ul style="list-style-type: none"> ❖ Student signature of AUP ❖ Class discussion of rules, behavior, & responsibilities
	Demonstrate ethical behavior when using technology	
	Demonstrate an awareness that a computer is a tool for accessing current information and information can be collected, organized, and presented in a variety of ways	
<i>Basic operations and concepts:</i>	Turn computer on/off and re-boot computer	<ul style="list-style-type: none"> ❖ Computer Dictionary ❖ Home Computer System
	Retrieve, save, and organize files into student folder	
	Identify the inside operation of a computer system and describe computer terminology and function	
	Apply appropriate and safe use of computer hardware and software	
	Identify and use keyboard shortcuts to accomplish tasks quicker	
	Understand the difference between computer platforms: IBM and Apple Systems	
	Demonstrate proper posture while working on the computer	
	Feel confident about ability to use the computer	
<i>Technology Productivity Tools:</i>	Use productivity tools (keyboarding, word processing, presentation programs) to promote creativity and facilitate learning throughout the curriculum.	

Keyboarding	Demonstrate proper keyboarding techniques for keying all letters	❖ All the Right Type ❖ Typing Tutor 7
	Touch Type at 15-20 words per minute	
	Continue to work on keyboarding skills in conjunction with word processing	
Word Processing	Identify word processing terms	❖ Microsoft Word Edit teacher created documents Create Computer System Brochure Research Cover Page Letter/story/Research Report writing Type text from written or printed source
	Demonstrate intermediate/advanced word processing techniques for enhancing and formatting document: <ul style="list-style-type: none"> ▪ Format layout style of document by changing page setup, margins, create multiple columns, and/or change line spacing of a document ▪ Use headers and footers within a document ▪ Incorporate a table to organize information in a document ▪ Create bullet and numbered lists ▪ Copy text and graphics between documents and software applications 	
	Enhance document by incorporating graphic design: <ul style="list-style-type: none"> ▪ Import, resize, and crop images ▪ Change coloring of images: watermark, black & white ▪ Use picture effects ▪ Use assorted drawing tools ▪ Incorporate borders and shading 	
	Use a word processor to produce web pages as another means of presenting information	
	Use word processing for classroom assignments/projects	
Multimedia	Create nonlinear multimedia presentations which includes: <ul style="list-style-type: none"> ▪ Integrated images and text via Internet ▪ Graphic design ▪ Imported images and sounds ▪ Recorded sounds ▪ Scanned images ▪ Transitions ▪ Automatic timings ▪ Hyperlinks 	❖ Microsoft PowerPoint Oregon Trail

	Use Multimedia for classroom assignments/projects	
<i>Video Production</i>	Write, direct, and produce short video	❖ Imovie on Internet Safety
<i>Technology Research Tools:</i>	Identify and demonstrate online safety and netiquette	❖ Teacher created Internet activities ❖ Class Research projects ❖ Visit Internet Explorer online museums, zoos, parks & aquariums ❖ Research, analyze, evaluate Computer Systems
	Develop an awareness of the global outreach of the Internet	
	Conduct, analyze, evaluate, and cite information found online	
	Download images via Internet	
	Extend skills in other curriculum areas using the web to browse related subjects	
Research, create, publish & present projects related to content areas		