

What is it we expect students to learn? Identifying Essential Standards

Grade Level: 5

Subject: Computer Apps

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1. Standard/Description	2. Evidence of Proficiency	3. Prior Skills Needed	4. Common Summative Assessment	5. When Taught?	6. Enrichment / Intervention Strategies
Students should be able to key at a rate of 20 WPM at 95% accuracy using correct technique and posture. IT.VI.1.1 IT.VI.2-4.1 IT.XV.1-2.3	Students will complete a 1 minute speed test yielding a speed of at least adjusted 20 WPM with 3 or less errors.	Basic knowledge of home row, enter, space bar, and shift key.	Beginning Keyboarding Scoring Guide *Goal 1 observed speed *Goal 3 observed 3 times per quarter	Each day of quarter	Enrichment - advanced level settings increasing accuracy & speed requirements. Intervention - reset Type to Learn program upon completion of L14 to review alphabet keys. Conferencing regarding technique.
Explain computer processes of basic computer operations, hardware and software. IT.III.1.1 IT.II.1-2.1 IT.II.3-4.6 IT.V.1.3 IT.V.2.4	Explain uses of various hardware and software. I.e. Speakers provide what type of output? Audio - or- What type of software would be used to type a letter? Word	Identify basic hardware devices.	Basic Computers Test Part 1 Questions 1-6; Part 2 Questions 1-3	Week 1-4	
Identify examples of programs that can harm your computer. CO.III.3.1 IT.XV.4.1	Ability to recognize programs that can be harmful to your computer such as worms, viruses, spyware, etc.	Introduction to the Internet.	Online Safety Quiz Questions 7-12	Week 4-5	
Demonstrate an understanding of the internet, its benefits and dangers. IT.XVI.1.3 IT.XVI.1.4	Students will know what types of information should not be shared online, ways to respond to such requests, and know who to contact if the situation should arise.	Some basic knowledge of the internet.	Online Safety Quiz Questions 1-6	Week 5-6	
Show a basic understanding of PowerPoint, including creating pages, inserting images, and adding animations. CO.I.A.3.7 CO.III.1.4 IT.V.1.3, 3.3	Students will create a 6 slide PowerPoint presentation exhibiting the ability to change the design template, inserting pictures/clipart, adding animations, and transitions.	Basic understanding of PowerPoint; slides and images.	PowerPoint Scoring Guide; Criteria 1-5	Week 8-9	
Demonstrate a basic understanding of Microsoft Word; creating and formatting written documents, editing, and properly saving. CO.III.1.2, 1.4 IT.III.1.2-3 IT.V.1.2 IT.V.3.1, 3.3	Students will create a document describing what they have learned in class. They must insert pictures, change font size, style, color, and add bullets. Students will also save the file to a prescribed drive and retrieve it at a later date for editing purposes.	Introductory keyboarding skills and introduction to Word.	Word Processing Class Activity; observed checklist	Week 7-8	

1. Standard: What is the essential standard to be learned? Describe in student-friendly vocabulary.
2. Example/Rigor: What does proficient student work look like? Provide an example and/or description.
3. Prior Skills Needed: What prior knowledge, skills, and/or vocabulary is needed for a student to master this standard?
4. Common Assessment: What assessment(s) will be used to measure student mastery?
6. When will this standard be taught?
6. Enrichment: What supplementary standards/skills enrich the essential standard?