

**FAIRFIELD TOWNSHIP SCHOOL
TECHNOLOGY LITERACY CURRICULUM**

SECOND GRADE

SECOND MARKING PERIOD

Lesson Title: TECHNOLOGY

Subject: TECH SKILLS

Grade Level/Course: 2/2

Overview of Unit: Students will utilize prior keyboarding skills appropriately and extend those skills with new knowledge. Students will also create an original word processing document.

Interdisciplinary Connections: Language Arts Social Studies Science PE Art
Technology Music Other

Learning Targets

BIG IDEA(S): Standard(s): 8.1 Educational Technology: All students will use digital tools to access, manage, evaluate, and synthesize information in order to solve problems individually and collaboratively and to create and communicate knowledge.

8.1.2.A.1 Identify the basic features of a computer and explain how to use them effectively.

8.1.2.A.2 Use technology terms in daily practice.

8.1.2.B.1 Illustrate and communicate original ideas and stories using digital tools and media-rich resources.

8.1.2.C.1 Engage in a variety of developmentally appropriate learning activities with students in other classes, schools, or countries using electronic tools.

ESSENTIAL QUESTIONS

- In a world of constant change, what skills should we learn?
- How do I choose which technological tools to use and when it is appropriate to use them?
- How can I transfer what I know to new technological situations/experiences?
- How can digital tools be used for creating original and innovative works, ideas, and solutions?
- How has the use of digital tools improved opportunities for communication and collaboration?

ENDURING UNDERSTANDINGS

- Technology is constantly changing and requires continuous learning of new skills.
- Selection of technology should be based on personal and /or career needs assessment.
- A tool is only as good as the person using it.
- Digital tools provide enhanced opportunities to design innovative solutions, and express ideas creatively.
- Digital tools allow for communication and collaboration anytime/anyplace worldwide.

UNIT LEARNING TARGETS:

Students will be able to...

- Model correct body position while using the computer and typing
- Model use of left and right hand side of the keyboard; practice correct touch – typing
- Explain the purpose of special keys on the keyboard and use them properly (arrows, space bar, delete, shift, enter, caps lock, control, alt, delete, period, question mark, comma, explanation mark, tab, apostrophe, hyphen, slash)
- Produce a word processing document to create an original work
- Use spell check
- Use the following functions: align, center, left and right, cut, copy, and paste

ASSESSMENT

PERFORMANCE TASKS:

- Teacher Observation
- SMART Board Activities
- Computer Activities
- Oral assessment

OTHER EVIDENCE:

- Whole Group Discussion

LEARNING PLAN - ACTIVITIES

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| <ul style="list-style-type: none"> • Keyboarding Activity • Microsoft Word Activity • Advanced Features of Word Activity | <ul style="list-style-type: none"> • Typing Master • Book Idea |
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