

**FAIRFIELD TOWNSHIP SCHOOL
TECHNOLOGY LITERACY CURRICULUM**

THIRD GRADE

SECOND MARKING PERIOD

Lesson Title: TECHNOLOGY

Subject: TECH SKILLS

Grade Level/Course: 3/2

Overview of Unit: Students will expand their word processing skills. Students will generate a spreadsheet using data entry software.

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.

8.1.4.A.2 Create a document with text formatting and graphics using a word processing program.

8.1.4.A.3 Create and present a multimedia presentation that includes graphics.

8.1.4.A.4 Create a simple spreadsheet, enter data, and interpret the information.

8.1.4.B.1 Produce a media-rich digital story about a significant local event or issue based on first-person interviews.

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?

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.

UNIT LEARNING TARGETS:

Students will be able to...

- Construct a paragraph (5-7 sentences) in a word processing document using: tab, alignment, font style, font color, font size, spell check, insert a graphic
- Use the period, question mark, exclamation point, comma, apostrophe, and quote key
- Use bullets, numbering, and highlighting
- Demonstrate understanding of spreadsheets using terms worksheet, data, cells, rows, columns, sort and function

- Generate a spreadsheet (at least 2X5) to create an original product requiring a data entry, which translates to graph

ASSESSMENT

PERFORMANCE TASKS:

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

OTHER EVIDENCE:

- Whole Group Discussion

LEARNING PLAN - ACTIVITIES

- | | |
|--|--|
| <ul style="list-style-type: none">• Word Activity• Introduction to Spreadsheets Activity• Excel Activity | <ul style="list-style-type: none">• Book Idea• SmartBoard Lessons |
|--|--|