

**Farrington-Kaiser Complex Area
Kindergarten Technology Scope and Sequence**

rev. 9/8/05

Basic Operations and Concepts	Social, Ethical and Human Issues	Technology as a Tool for Productivity					Technology as a Tool for Communications	Technology as a Tool for Research	Technology as a Tool for Problem Solving and Decision-Making
<p>Students demonstrate a sound understanding of the nature and operation of technology systems. Students are proficient in the use of technology</p>	<p>Students understand the ethical, cultural, and societal issues related to technology. Students practice responsible use of technology systems, information, and software.</p>	<p>Students use technology tools to enhance learning, increase productivity, and promote creativity. Students use productivity tools to collaborate in constructing technology-enhanced models, preparing publications, and producing other creative works.</p>					<p>Students use technology to communicate, to collaborate, publish, and interact with peers, experts, and other audiences. Students use a variety of media and formats to communicate information and ideas effectively to multiple audiences.</p>	<p>Students use technology to locate, evaluate, and collect information from a variety of sources. Students use technology tools to process data and report results. Students evaluate and select new information resources and technological innovations based on the appropriateness to specific tasks.</p>	<p>Students use technology resources for solving problems and making informed decisions. Students employ technology in the development of strategies for solving problems in the real world.</p>
		Word Processing	Draw & Paint	Database	Spreadsheet	Keyboarding			
<p>Identify the computer as a machine that helps people work and play.</p> <p>Locate and identify the physical components of a computer system: monitor, keyboard, mouse, disk drive, printer, CD-ROM</p> <p>Identify audio and video equipment: cassette tapes, videotapes, CDs, computer disks.</p> <p>Open, use, save and quit applications.</p> <p>Point, click and drag with a mouse.</p> <p>Use an option from a menu.</p> <p>introduction to shortcut keys.</p>	<p>Demonstrate proper care and use of technological equipment and software.</p> <p>Recognize and respect ownership of another person's work.</p> <p>Follow school computer policy (AUP)</p>	<p>Distinguish between upper and lower case letters.</p> <p>One space between words.</p> <p>Identify and use special function keys: spacebar, return, shift, option, command, caps lock and delete.</p> <p>Locate and use letter and number keys.</p> <p>Enter name and date on projects.</p> <p>Type simple sentences.</p>	<p>Explore basic draw and paint tools: Paint bucket, pencil, line, circle, square, eraser, Undo, patterns, color, stamps, paintbrush, spray and typing tools.</p> <p>Use the text tool in a paint program.</p> <p>Draw a picture, color appropriately, and write a descriptive word/sentence.</p> <p>Type story independently as able.</p> <p>Print</p>			<p>Use proper posture.</p> <p>Become familiar with the layout of the keyboard.</p> <p>Practice letter (capital and lower case letters) and word recognition.</p> <p>Press and release keys appropriately.</p> <p>Align body position with keyboard and monitor.</p> <p>Locate and use number keys.</p>	<p>Use communication tools to participate in group projects.</p> <p>Teacher directed whole group on line activities (telephone, e-mail, ask an expert etc.)</p>	<p>As a whole/small group with teacher guidance, access information using the Internet or a CD-ROM.</p> <p>With teacher guidance use research skills and electronic communication to create new knowledge.</p>	<p>Teacher assisted use of CD-ROMs and computer software to support curricular goals: skills, concepts, problem solving and critical thinking.</p>