

CLC K-8
Scope and Sequence
 Draft Document

	LIVING ONLINE		K	1	2	3	4	5	6	7	8	HCPS III
	Networks and the Internet											
	Network Fundamentals											
31101	ID terminology relating to networks and the Internet		I	R	R	R	R	R	R	M		SC k.1.3 SC 3.1.2 SC 6.2.1-2
31102	ID how networks work						I	R	M			SC 6.2.1-2 CTE 5.1.1
31103	ID the role of servers and clients in a network						I	R	M			SC 6.2.1-2 CTE 5.1.1
31104	ID how clients can connect to a network							I	R	R	M	SC 6.2.1-2 CTE 5.1.1
31105	ID benefits of networked computing								I	R	M	SC 6.2.1-2 CTE 5.1.1
31106	ID the risks of networked computing					I	R	R	R	R	M	SC 6.2.1-2 CTE 6.2.2
	Networks and the Internet											
31201	ID ways the telephone system is used								I	R	M	
31202	ID that the Internet is a network of smaller networks								I	R	M	
31203	ID that computers get onto the Internet via networks								I	R	M	
31204	ID how computers connect to the Internet								I	R	M	
31205	ID Intranets and Extranets								I	R	M	
	ID the difference between analog and digital									I	M	
	Transmission rates									I	M	
	Advantages and disadvantages of internet connections									I	M	
	Responsibilities and roles of the internet provider									I	M	
	How E-mail Works											

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32101	ID how electronic mail works on a network							I	R	*M	
32102	ID how electronic mail works on the Internet							I	R	*M	
32103	ID components of an e-mail message							I	R	*M	
32104	ID the components of an electronic mail address							I	R	*M	
32105	ID when to use different e-mail options							I	R	*M	
32106	ID attachments							I	R	*M	
	<i>Using E-mail</i>										
32201	Create an e-mail message							I	R	*M	
32202	Fill out an e-mail message form correctly							I	R	*M	
32203	Attach a file to an e-mail message							I	R	*M	
32204	Delete an attachment							I	R	*M	
32205	Send mail							I	R	*M	
32206	View mail							I	R	*M	
32207	Search for mail							I	R	*M	
32208	Sort mail							I	R	*M	
32209	Move and copy mail to different folders							I	R	*M	
32210	Select mail							I	R	*M	
32211	Save mail							I	R	*M	
32212	Delete mail							I	R	*M	
32213	Reply to a mail message							I	R	*M	
32214	Rely to all							I	R	*M	
32215	Forward to mail message							I	R	*M	
32216	Use an address book							I	R	*M	
32217	Select mail options							I	R	*M	
	<i>Appropriate use of E-mail</i>										
32301	ID the elements of a professional e-mail message							I	R	M	LA 6.4.1-4 LA 6.5.5

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32302	ID when to include the original message in a reply							I	R	M	
32303	ID issues regarding unsolicited e-mail							I	R	M	
32304	ID the appropriate use of the informal elements							I	R	M	
32305	Problems associated with the widespread use of email							I	R	M	
Using the Internet											All/Any research and/or data collection will cover these topics
Information Sources											
33101	ID mailing lists							I	R	M	SC 7.2.1
33102	ID bulletin boards/newsgroups							I	R	M	
33103	ID differences between mailing lists and newsgroups							I	R	M	
33104	ID different elements of a Web site					I	R	M			
33105	ID different types of Web sites					I	R	R	M		
33106	ID online databases					I	R	R	R	M	
Using a Web Browser											
33201	ID the make-up of a Web address			I	R	R	R	M			
33202	Specify a URL in a Web browser			I	R	R	R	M			
33203	Go to a Web page by using links			I	R	R	R	M			
33204	Go to or specify a home page			I	R	R	R	R	R	M	
33205	Find specific information on a Web site							I	R	M	

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33206	Add a Web site to your list of Favorites / Bookmarks			I	R	M					
33207	Manage personal lists of favorite Websites/ Bookmarks					I	R	R	M		
33208	Save the content of a Web site							I	R	M	
33209	Copy elements of a Web site						I	R	R	M	
33210	Print a Web page		I	R	R	R	M				
	<i>Searching the Internet</i>										
33301	ID how online search engines and indexes work					I	R	M			Social St. 8.2.1 LA 6.1.2 LA 6.2.3 LA 6.4.6 LA 6.5.1 LA 6.5.5 LA 6.6.9 LA 7.1.2 LA 7.2.3 LA 7.4.6 LA 7.5.1
33302	ID the difference between different search engines						I	R	R	M	
33303	Search using specified keywords					I	R	R	R	M	
33304	ID effective key words to use in a search						I	R	R	M	
33305	Search using Boolean search strings						I	R	R	M	
33306	ID effective Boolean search strategies							I	R	M	
33307	ID how to evaluate the quality of information found						I	R	R	M	
	Impact of Computing and the Internet on Society										CTE 6.2.2 (all) CTE 7-8.2.1

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<i>Computers in Everyday Life</i>											
34101	ID how computers have changed the workplace						I	R	R	M	
34102	ID the way computers are used in education						I	R	R	M	
34103	ID how computers are used in the home						I	R	R	M	
34104	ID the role of computers in everyday activities						I	R	R	M	
34105	ID the benefits of computers and the Internet						I	R	R	M	SC 3.2.1 SC 6.2.1 SC 8.2.1
<i>Risks of Using Computers</i>											
34201	Protecting computer hardware from theft or damage						I	R	R	M	
34202	Protecting hardware from power irregularity or outages						I	R	R	M	
34203	Maintaining a safe working environment						I	R	R	M	
34204	Proper ergonomics						I	R	R	M	
34205	Securing your data						I	R	R	M	
34206	Saving work in progress frequently						I	R	R	M	
34207	Data backup procedures and strategies						I	R	R	M	
34208	Proper use of passwords						I	R	R	M	
34209	ID when information can be considered personal						I	R	R	M	
34210	Protecting against software threats						I	R	R	M	
34211	Protecting against unauthorized computer use						I	R	R	M	
<i>Safety and Legal Issues</i>											

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34301	Restricting Internet access						I	R	R	M	
34302	Careful use of passwords						I	R	R	M	
34303	Careful use of credit card numbers						I	R	R	M	
34304	Copyright rules for online information						I	R	R	M	
34305	Protecting your privacy online						I	R	R	M	
34306	Legal and ethical issues for online information						I	R	R	M	

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