

Technology Skills Matrix

The following matrices provide an overview of when technology skills will be taught at Beach. These are not all-inclusive and are used only as guidelines. **The skills and their corresponding sequences are dynamic and may change**

(This document is currently being updated for the 2010-2011 school year.)

Grades 6-8

I-Concept is initially taught to students R-Previously introduced concept/skill will be reinforced/expanded M-The skill/concept is to be mastered before completion of this grade E-This skill is expected in all students at this level AR-This skill is to be used as required by curriculum and situation	Sixth Grade	Seventh Grade	Eighth Grade
Keyboarding	25 WPM < 6 errors	30 WPM < 6 errors	35 WPM < 6 errors
Log on from different platforms and locations within the building	E	E	E
Differentiate between problems caused by hardware, software, and network	M	M	M
Save, organize & retrieve files on local media (hard drive, CD, etc) and personal folder on the network server	E	E	E
Correctly cite sources of information	M	E	E
Understand plagiarism & the appropriate application of copyright law	R	E	E
Use multiple sources to confirm accuracy of information	R	R	R
Recognize author's purpose/bias	I	R	R
Student will demonstrate proficiency in use of presentation tools: PowerPoint, Word, Excel	R	M	E
Student will create curriculum related web pages using HTML and Dreamweaver	I	R	M
Use camcorder to create short films, music videos, project related video assignments.		I	M
Learn to use editing tools for digital and video manipulation. (Paint Shop Pro 11.)	I	R/E	M/E
Take and edit digital photographs	I	R/E	E
Spreadsheets to organize and analyze data (charts, graphs, etc)	R	R	R
Publish web pages with text & graphics (using FTP)	I	R	R
Presentation software (Websites, Ppt. Video, etc) to investigate curriculum-related problems, issues, and information and develop solutions or products for audiences in and outside the classroom	I	R	R
Master Use of the Smart board and smart tools for presentations of projects using the Ink aware features	M	M	M
Insert data from one environment into another (spreadsheet/ graphic into word doc. Or web page, ppt.)	M	M	M
Computer hardware basics	I	R	M
Computer vocabulary to promote critical thinking	M	M	E
Create animations using Adobe CS3 Flash		I	R
Graphic Art using Adobe CS3 Fireworks		R	M
Complete a "Community Project," that incorporates all learned Technology Skills.			M

