STRAND	STANDARD	OBJECTIVES (What it looks like in the classroom) The learner will	# OF DAYS NEEDED FOR MASTERY	DATES TAUGHT	DATE ASSESSED	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES
Foundation Skills and Knowledge	BE 4.4 Computer Applications	Students will understand a variety of software applications.  Students will demonstrate competency by using application and instructional software.	9 Weeks	4 times per year (quarter course)	Ongoing	Timed Writings  Proofreading Labs  Technique Tests	Typing Time Program  Typing Time Book  Typing Time Teacher Key (3- ring notebook)  Google Docs	Use application software to prepare appropriate projects  Use technology resources for problem solving, communication and illustration of thoughts, ideas and stories  Use basic application features to create and format a new document, save and print a document and open an existing document

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STRAND	STANDARD	OBJECTIVES (What it looks like in the classroom) The learner will í	# OF DAYS NEEDED FOR MASTERY	DATES TAUGHT	DATE ASSESSED	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES
Foundation	BE 4.8 Input	Students will	9	4 times	Ongoing	Timed	Typing Time	use appropriate
Skills and	Technologies	understand input	Weeks	per year	- 8- 8	Writings	Program	ergonomic
<b>Knowledge</b>	recimologics	technologies.	WCCKS			Wiltings	Trogram	practices
Knowledge				(quarter		D e l	. m·	practices
		Students will		course)		Proofreading	Typing Time	
						Labs	Book	use a variety of
		demonstrate						input technologies
		competency by				Technique	Typing Time	to compose and
		using input				Tests	Teacher Key (3-	edit documents
		technologies				1 0000	ring notebook)	
		appropriately to					Ting notebook)	
		enter and					C I D	use proper key
		manipulate text and					Google Docs	stroking
		data.						techniques to
								avoid repetitive
								_
								stress injuries

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TOTA PUBLIC SCHOOLS					o Grade Reyboarding				
STRAND	STANDARD	OBJECTIVES (What it looks like in the classroom) The learner will	# OF DAYS NEEDED FOR MASTERY	DATES	DATE	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES	
Foundation	BE 4.1 Career	Students will	9	4 times	Ongoing	Reports	Typing Time	list careers that	
Skills and	Development	understand	Weeks	per year	ongoing	reports	Program	interest students	
Knowledge	Development	career	VVCCKS	(Quarter		Proofreading	Tiogram	interest students	
Knowieuge		opportunities and		Course)		Labs	Tyming Time	identify strongths	
		work readiness		Course)		Laus	Typing Time Book	identify strengths in interests of self	
		skills in the					DOOK	and others	
							Tyming Time	and others	
		career awareness phase of career					Typing Time	list different ichs	
		development.					Teacher Key (3- ring notebook)	list different jobs in family, school,	
		development.					ring notebook)	community and	
		Students will					Google Docs	describe reasons	
		demonstrate					Google Does	why people work	
		competency by						wify people work	
		recognizing							
		individual							
		strengths,							
		interests, and							
		identifying							
		occupation.							
		occupation.							

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STRAND	STANDARD	OBJECTIVES (What it looks like in the classroom) The learner will	# OF DAYS NEEDED FOR MASTERY	$\square \cap \triangleleft$	DATE ASSESSED	ASSESSMENT TYPE (classroom, STAR, objective, subjective, project, etc.)	RESOURCES (Materials, web sites, auto-visual, print)	LEARNING ACTIVITIES