

K-4 MNPS Digital Literacy Scope & Sequence

ISTE Student Standards 2016	TN Tech. Standards	Aligned ELA/ Math Standards	Skills	K	1	2	3	4																
Empowered Learner “I use technology to set goals, work toward achieving them and demonstrate my learning.”	Standard 1	SL.PKI.5, W.PDW.6	Demonstrate ability to locate letter, number, symbol, and special purpose keys.	I	R	M	M	M																
			Use age-appropriate keyboarding skills to produce grade level projects. Set goals, i.e.		I	R	R	M																
			Identify and use basic computer parts (keyboard, monitor, <table border="1" data-bbox="972 435 1472 553"> <thead> <tr> <th>My Typing Goals</th> <th>2nd Grade</th> <th>3rd Grade</th> <th>4th Grade</th> </tr> </thead> <tbody> <tr> <td>At the end of May:</td> <td></td> <td></td> <td></td> </tr> <tr> <td>WPM (words per minute)</td> <td>6-8</td> <td>10-12</td> <td>13-15</td> </tr> <tr> <td>Accuracy ($\frac{\text{correct}}{\text{correct} + \text{total typed}} \times 100\%$)</td> <td>60%</td> <td>75%</td> <td>85%</td> </tr> </tbody> </table>)	My Typing Goals	2 nd Grade	3 rd Grade	4 th Grade	At the end of May:				WPM (words per minute)	6-8	10-12	13-15	Accuracy ($\frac{\text{correct}}{\text{correct} + \text{total typed}} \times 100\%$)	60%	75%	85%	I	R	M	M	M
			My Typing Goals	2 nd Grade	3 rd Grade	4 th Grade																		
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			Accuracy ($\frac{\text{correct}}{\text{correct} + \text{total typed}} \times 100\%$)	60%	75%	85%																		
			Navigate in virtual environments (e-books and web-sites) to support learning. Demonstrate ability to navigate forward, back, and home. Identify hyperlinks, the address bar, and favorites/bookmarks in a browser.	I	R	R	R	M																
			Communicate about technology using developmentally appropriate and accurate terminology.	I	R	R	R	R																
			Change volume level from the taskbar.	I	R	M	M	M																
			Power up/ down/restart a computer.	O	I	R	M	M																
			Operate a mouse.	I	R	M	M	M																
			Launch a program from an icon.	I	R	M	M	M																
			Quit an application.	I	R	M	M	M																
			Minimize and maximize windows.	I	R	M	M	M																
			Operate scroll bars.	I	R	M	M	M																
			Identify the cursor as the point where text can be entered.	I	R	M	M	M																
			Print from a program.		O	I	R	M																
			Save document in a program.		I	R	M	M																
			Re-open documents/files.		O	I	R	M																
Connect devices: mouse, USB devices and headphones to appropriate ports.		O	I	R	M																			
Use more than one application at a time.		O	I	R	M																			



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		I- Introduce R- Reinforce M-Mastery O-Optional						
ISTE Student Standards 2016	TN Tech. Standards	Aligned ELA/ Math Standards	Skills	K	1	2	3	4
Digital Citizen “I understand the rights, responsibilities and opportunities of living, learning and working in an interconnected digital world.”	Standard 2	FL.VA.7, R.IKI.7, SL.CC.1, SL.CC.2, W.PDW.6, W.RBPK.8	Demonstrate positive social and ethical behaviors when using technology, such as using proper netiquette.		O	I	R	M
			Practice responsible use of technology systems and software by staying on appropriate websites, not giving out personal information, and asking for help when needed.	I	R	M	M	M
			Comply with the MNPS District Acceptable Use Policy related to ethical use, cyber-bullying, privacy, plagiarism, spam, viruses, hacking, and file-sharing.	I	R	M	M	M
			Describe the advantages and disadvantages of the use of social media.		O	I	R	M
			Discuss the use of technology and the way it helps our society.	I	R	M	M	M
			Work cooperatively and collaboratively with peers and others using technology.	I	R	R	M	M
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Adapted from The Fresno County Office of Education Recommended Digital Literacy and Technology Skills to Support the California Common Core State Standards



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Knowledge Constructor “I critically select, evaluate and synthesize digital resources into a collection that reflects my learning and builds my knowledge.”	Standard 5	R.IKI.7, W.PDW.6, W.RBPK.7, W.RBPK.8, W.RBPK.9, FL.VA.7	With teacher assistance, identify web sources as reliable or unreliable.			I	R	M
			Identify a web search as a tool to gather information.	O	I	R	M	M
			Identify key words to use as search terms.		O	I	R	M
			Use digital maps to find various locations.			I	R	M
			Search for and gather information using digital resources.			I	R	M
			Record and organize data using the appropriate application(s).			I	R	M
			Identify and cite reliable electronic resources in text.				I	R
			Locate and distinguish between primary and secondary online resources.					I
			Select electronic reference materials appropriate for a given task (e.g. web search, encyclopedia, thesaurus, dictionary, or atlas).			I	R	M
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Innovative Designer “I solve problems by creating new and imaginative solutions using a variety of digital tools.”	Standard 3	SL.PKI.5, W.PDW.4, W.PDW.6, MP.4	Highlight text.	I	R	M	M	M
			Change font.	O	I	R	M	M
			Change font size.	O	I	R	M	M
			Change font color.	O	I	R	M	M
			Use the bold, italic, and underline functions to format text.			I	R	M
			Insert clip art.	O	I	R	M	M
			Insert shapes.	I	R	M	M	M
			Resize, rotate, stretch objects.	I	R	M	M	M
			Insert/size a text box.		O	I	R	M
			Identify/use the undo and redo tool.	O	I	R	M	M
			Copy and paste text and objects.			I	R	M
			Right click to correct spelling and grammar errors.			I	R	M
			Create documents for various subject-related assignments.			I	R	M
			Select an entire sheet.		O	I	R	M
			Enter data in a specified cell.		O	I	R	M
			Highlight a range of cells.		O	I	R	M
			Perform auto sum for a given data range.		O	I	R	M
			Insert a data chart.		O	I	R	M
			Identify cells by coordinates.		O	I	R	M
			Click to enter text.		O	I	R	M
			Insert a new slide.		O	I	R	M
			Apply a theme.		O	I	R	M
			Apply slide transitions.		O	I	R	M
			Start a slide show from the beginning.		O	I	R	M
Create presentations for various subject-related assignments.			I	R	M			

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Computational Thinker "I identify authentic problems, work with data and use a step-by-step process to automate solutions."	Standard 6	R.IKI.7, W.RBPK.8, SL.CC.2, SL.PKI.5, MP.1, MP.2, MP.3, MP.4, MP.5	Select an application based on appropriateness to the task.			I	R	M
			Use a step-by-step process to solve a problem.		I	R	R	M
			Recognize that the computer relies on sequential steps in order to perform tasks.		I	R	R	M
			Develop steps to create innovative products by using electronic resources.			I	R	M
			Identify, collect, and analyze information in order to solve a problem, and explain the steps to find the solution.			I	R	M
			Organize data using tools such as spreadsheets, graphic organizers, and slideshows.			I	R	M
			Use data to make informed decisions.			I	R	M
			Use a checklist or rubric to evaluate a finished product for self and peers.		O	I	R	M
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ISTE Student Standards 2016	TN Tech. Standards	Aligned ELA/ Math Standards	Skills	K	1	2	3	4
Creative Communicator "I communicate effectively and express myself creatively using different tools, styles, formats and digital media."	Standard 4	W.PDW.4, W.PDW.6, SL.CC.1, SL.CC.2, SL.CC.3, SL.PKI.4, SL.PKI.5	Use presentation software individually or with peers-to multiple audiences.			I	R	M
			Launch a presentation.			I	R	M
			Navigate slides in forward or reverse order.			I	R	M
			Communicate using various media with teacher and peers (e.g. Edmodo).				I	R
			Identify the best tool to communicate/relay information (e.g. blog, email).				I	R
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Global Collaborator “I strive to broaden my perspective, understand others and work effectively in teams using digital tools.”	Standard 4	W.PDW.4, W.PDW.6, SL.CC.1, SL.CC.2, SL.CC.3, SL.PKI.4, SL.PKI.5	Identify communication tools which can be used across cultural boundaries (e.g. Skype, Facetime).			I	R	M
			Develop cultural understanding and awareness by engaging with learners from other cultures.				I	R
			Use local and cloud-based technology tools for individual and collaborative writing assignments, communication, and publishing.				I	R
			Complete self- or peer-assessment using a checklist or rubric.		O	I	R	M
			Create original products using a variety of digital resources.			I	R	M
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