Computer Curriculum Pilot
Incorporating Computer-Related
MST and CDOS Standards
Fall 2003

Grade 11

Model

1. Observe copyright laws.
2. Use a variety of input devices (i.e., continue to use input devices in teacher-prepared lessons).

Teach

1. Use appropriate content area software.
   1. Evaluate whether/how much technology is warranted for the task (i.e., have students submit plans for determining appropriate technological uses in answering a research/project question).
   2. Know about emerging technological changes and advances (i.e., have students research/report).
   3. Gather information from listserves or bulletin boards.
   4. Create a web page (i.e., individual students produce individually planned page using such software as FrontPage).

Reteach

1. Use word processing appropriately (i.e., have students complete a research paper using multiple footnote/endnote/bibliographical entries).
2. Import data into presentation software (i.e., have students use audio/visual capture.)
3. Create data bases (i.e., have students produce and manipulate a data base created by Access.)
4. Use appropriate presentation software (i.e., continue to use advanced features of such software as Powerpoint for individual and/or group projects).
5. Choose documents and/or data collected from the internet for quality, accuracy, and appropriateness (i.e., evaluate student-gathered information).
6. Use basic desktop publishing software (i.e., have students create a short newsletter or brochure using any available desktop publishing software).
7. Use internet sites appropriately (i.e., have students conduct open searches using several search engines).
8. Produce an appropriately formatted resume (i.e., have students produce a short resume using a template from Office).
9. Use a variety of data bases (i.e., have students continue to use locally networked and internet-stored data bases to gather information for a report).
10. Know the role of technology in a variety of careers (i.e., talk about people in our world who use technology at work or have guest speakers talk about their work, etc.).
11. Know ways that technology is used at home and at school.
12. Observe common courtesies and acceptable use policies.
13. Use spreadsheets (i.e., create spreadsheets utilizing multiple rows and columns and five functions).
14. Use email (i.e., students use on-line email to ask questions for projects).

**Review**

1. Make back-up copies of stored data.
2. Use word processing applications to produce friendly and business letters that are appropriately formatted, that contain accurate spelling, and that are saved and printed.
3. Capture clip art, pictures, etc., from both local and internet sites, and place in word processing and presentation software.
4. Use a variety of input devices (i.e., all students know how to use the digital camera, scanner, and LCD).