

**TECHNOLOGY SKILLS SCOPE AND SEQUENCE
GRADES 3-5**

1/5/07

GRADE	STRAND	STANDARD	BENCHMARKS	ISTE, AASL	MN CONTENT STANDARDS	RESOURCES
3-5	TECHNOLOGY SKILLS	Students will select and use appropriate technology for educational and personal goals.	<ol style="list-style-type: none"> 1. Students keyboard using home row, correct fingering, and ergonomic position. 2. Students can set line spacing and alignment. 3. Students insert tables, format lists, and view toolbars, order and group objects in a document. 4. Students can use spelling, grammar, dictionary and thesaurus language tools. 5. Students understand how to use Cut/Copy/Paste commands. 6. Students move and resize graphics. 7. Students use the text wrap feature. 8. Students can create transitions and custom animations using presentation software. 9. Students can use a spreadsheet to enter labels and numbers and set cell alignment. 10. Students can create a graph using chart functions with appropriate labels, scale and intervals. 11. Students can create a graph using a spreadsheet. 12. Students produce graphics using a digital camera and scanner. 13. Students can demonstrate use of an Internet browser. 	ISTE Profile3-5: 1,4,5,8,9		