

Technology Skills by Grade Level	Grade Level Focus	Technology Skills Required	IAR Technology Skills	Keyboarding Skills
<p>Technology skills include: Internet Safety Keyboarding IAR Test Practice.</p> <p>Students also create various documents including word processing, spreadsheets, and presentations.</p>	Kindergarten	<ul style="list-style-type: none"> • Internet Safety • Use the pointer/mouse/track pad to open an application, make a choice or activate a link. 	N/A	<ul style="list-style-type: none"> • Explore keyboard; left and right hand • Demonstrate correct body posture and hand positioning for home row • Locate 5 or more letters and 5 or more numbers on the keyboard • Identify and practice home row, upper row, and bottom row w/the Space Bar • Type First Name and Last Name
	1 st Grade	<ul style="list-style-type: none"> • Internet Safety • Ensure students have mastered all the skills from the previous grade levels. • Click and Drag • Drag and Drop • Tab Browsing • Using an Onscreen Video/Audio Player 	N/A	<ul style="list-style-type: none"> • Explore keyboard • Locate alphabetic keys, Space Bar, Enter and Backspace keys • Explore Home Row • Identify and practice home row, upper row, and bottom row w/the Space Bar • Identify numbers on the keypad • Use the shift key correctly • Type at least 1 sentence

2 nd Grade	<ul style="list-style-type: none"> • Internet Safety • Ensure students have mastered all the skills from the previous grade levels. • Click and Drag • Drag and Drop • Drag Sliders • Select Text • Check a box • Using mouse to hover 	N/A	<ul style="list-style-type: none"> • 5 wpm @ 90% accuracy • Demonstrate the difference between the Shift and Caps Lock • Type using entire keyboard • Type numbers on the keypad • Type a paragraph or more in 1 setting using a word processor
3 rd Grade	<ul style="list-style-type: none"> • Internet Safety • Ensure students have mastered all the skills from the previous grade levels. • Drag items on a number line • Make selections/select text • Highlight text using a word processor • Cut and Paste • Change Font Size, and Background Color • Enter data using the number pad • Use an equation editor • Using mouse to hover • Online measurement tools 	<p>Basic Tools</p> <ul style="list-style-type: none"> • Pointer, Cross-Off, Highlighter, Sticky Note, Magnifier, Line Guide, References <p>Advanced Tools</p> <ul style="list-style-type: none"> • Ruler <p>Testing Tools</p> <ul style="list-style-type: none"> • Help • Pause • Flag • Options <p>Navigation Tools</p> <ul style="list-style-type: none"> • Go to Question • Back/Next • Review/End Test 	<ul style="list-style-type: none"> • 10 wpm @ 90% accuracy • Type 1/2 page of text in one setting using a word processor • Enter data in a spreadsheet using the numbers on the keypad • Using Arrow Keys • Using Keyboard Shortcuts to Cut, Copy, and Paste (ctrl+ x, ctrl +c, ctrl +v)
4 th Grade	<ul style="list-style-type: none"> • Internet Safety • Ensure students have mastered all the skills from the previous grade levels. • Choose more than one item 	<p>Basic Tools</p> <ul style="list-style-type: none"> • Pointer, Cross-Off, Highlighter, Sticky Note, Magnifier, Line Guide, References 	<ul style="list-style-type: none"> • 15 wpm @ 90% accuracy • Type a minimum of 1 page of text in a single setting, using a word processor

	<ul style="list-style-type: none"> • Demonstrate the difference between using Ctrl or Shift to select an item • Use an on-screen calculator • Use an equation editor • Using mouse to hover • Online measurement tools 	<p>Advanced Tools</p> <ul style="list-style-type: none"> • Ruler • Protractor <p>Testing Tools</p> <ul style="list-style-type: none"> • Help • Pause • Flag • Options <p>Navigation Tools</p> <ul style="list-style-type: none"> • Go to Question • Back/Next • Review/End Test 	<ul style="list-style-type: none"> • Enter data into a spreadsheet or table using the number pad.
5 th Grade	<ul style="list-style-type: none"> • Internet Safety • Ensure students have mastered all the skills from the previous grade levels. • Manipulate Graphs • Use an equation editor • Using mouse to hover • Use an on-screen calculator • Online measurement tools 	<p>Basic Tools</p> <ul style="list-style-type: none"> • Pointer, Cross-Off, Highlighter, Sticky Note, Magnifier, Line Guide, References <p>Advanced Tools</p> <ul style="list-style-type: none"> • Ruler • Protractor <p>Testing Tools</p> <ul style="list-style-type: none"> • Help • Pause • Flag • Options <p>Navigation Tools</p> <ul style="list-style-type: none"> • Go to Question • Back/Next • Review/End Test 	<ul style="list-style-type: none"> • 20 wpm @ 90% accuracy • Type a minimum of 2 pages of text in a single setting, using a word processor. • Enter data into a spreadsheet or table using the number pad • Create spreadsheets and documents

6 th Grade	<ul style="list-style-type: none"> • Internet Safety • Ensure students have mastered all the skills from the previous grade levels. • Running Simulations • Use an equation editor • Using mouse to hover • Use an on-screen calculator • Online measurement tools 	<p>Basic Tools</p> <ul style="list-style-type: none"> • Pointer, Cross-Off, Highlighter, Sticky Note, Magnifier, Line Guide, References <p>Advanced Tools</p> <ul style="list-style-type: none"> • Ruler • Protractor • 4-Function Calculator <p>Testing Tools</p> <ul style="list-style-type: none"> • Help • Pause • Flag • Options <p>Navigation Tools</p> <ul style="list-style-type: none"> • Go to Question • Back/Next • Review/End Test 	<ul style="list-style-type: none"> • 25 wpm @ 90% accuracy • Type a minimum of 3 pages of text in a single setting, using a word processor. • Create spreadsheets and documents
7 th Grade	<ul style="list-style-type: none"> • Internet Safety • Ensure students have mastered all the skills from the previous grade levels. • Use an equation editor • Using mouse to hover • Use an on-screen calculator • Online measurement tools 	<p>Basic Tools</p> <ul style="list-style-type: none"> • Pointer, Cross-Off, Highlighter, Sticky Note, Magnifier, Line Guide, References <p>Advanced Tools</p> <ul style="list-style-type: none"> • Ruler • Protractor • 4-funtion Calculator <p>Testing Tools</p> <ul style="list-style-type: none"> • Help • Pause • Flag • Options <p>Navigation Tools</p>	<ul style="list-style-type: none"> • 30 wpm @ 90% accuracy • Create spreadsheets and documents that contain charts, graphs, images and text.

		<ul style="list-style-type: none"> • Go to Question • Back/Next • Review/End Test 	
8 th Grade	<ul style="list-style-type: none"> • Internet Safety • Ensure students have mastered all the skills from the previous grade levels. • Use an equation editor • Using mouse to hover • Use an on-screen calculator • Online measurement tools 	<p>Basic Tools</p> <ul style="list-style-type: none"> • Pointer, Cross-Off, Highlighter, Sticky Note, Magnifier, Line Guide, References <p>Advanced Tools</p> <ul style="list-style-type: none"> • Scientific Calculator • Protractor • Ruler <p>Testing Tools</p> <ul style="list-style-type: none"> • Help • Pause • Flag • Options <p>Navigation Tools</p> <ul style="list-style-type: none"> • Go to Question • Back/Next • Review/End Test 	40 wpm @ 90% accuracy Create spreadsheets and documents that contain charts, graphs, images and text.

IAR TEST TAKING SKILLS

IAR Technology Skills Video Tutorials: <http://assets.drctdirect.com/States/LA/Tutorials/Student/201802-html5/index.html>

IAR TEST TAKING, ELA, AND MATH PRACTICE

IAR Practice Tests: <https://wbte.drctdirect.com/LA/portals/la/ott1?index=1&adminId=510820>

KEYBOARDING PRACTICE SKILLS

3-8: Typing.com <https://www.typing.com/>

K-2: Dance Mat Typing <http://www.bbc.co.uk/guides/z3c6tfr>

4-8: NITRO TYPE <https://www.nitrotype.com/>

2-8: <http://www.keybr.com/>

K-2: <http://e-learningforkids.org/Courses/EN/K0001/index.html>