Digital Literacy
In Sixth Grade, students will...

Standard

Basic Operations

Technology Operations and Concepts W6

- ☐ *Introduce* successful troubleshooting strategies for minor hardware/software problems
- ☐ *Introduce* the operation of peripheral equipment (scanner, digital camera) if available
- ☐ *Introduce* the compression and expansion of files
- ☐ *Introduce* types of storage and rational for using certain medium for a specific purpose
- ☐ Keyboarding skills by increasing accuracy and speed. WPM= 30

Standard

Word Processing

W5, W6, W10, SL5

- ☐ *Introduce* use of intermediate features (e.g. tabs, indents, headers and footers, bullets, and tables)
- ☐ *Introduce* applying formatting and page layout features (e.g. columns, templates and styles)
- ☐ Highlight text, copy and paste text
- ☐ *Introduce* comment function in word processing for peer editing of documents
- ☐ *Introduce* Understand and Use "change tracker" feature for peer editing

Standard

Spreadsheets (Tables, Charts and Graphs)

F, EE, SMP5, RI7

- ☐ *Introduce* using spreadsheets to calculate, graph, organize and present data in a variety of real-world settings
- ☐ *Introduce* entering formulas and functions. Use auto-fill feature
- ☐ *Introduce* using functions of a spreadsheet (e.g. sort, filter and find)
- ☐ *Introduce* using various formats (e.g. scientific notation, percentages, exponents)

Standard

Mathematical Applications

SMP5, EE, A, F, SP, W8, SL 5

- ☐ *Introduce* drawing two and three dimensional geometric shapes using a variety of technology tools
- ☐ *Introduce* explaining and demonstrating how specialized technology can be use for problem solving, decision making and creativity in all subject areas (e.g. simulation software, computer aided design, graphing

Standard

Multimedia and Presentation Tools

SL4, SL5, SMP3, SMP5, W6, RL7, RI7

- ☐ *Introduce* creating and presenting presentations with LIMITED text or graphics per slide in order to avoid plagiarism, engage audiences and prove content knowledge.
- ☐ Create presentations for a variety of audiences and purposes with transitions and animations
- ☐ Use a variety of tools (dictionary, thesaurus, grammar checker) to maximize accuracy of work
- ☐ Make strategic use of digital media (video, audio) in presentations
- ☐ Use note-taking skills while viewing online videos and using the play, pause, rewind and stop buttons
- ☐ Use painting and drawing tools/ applications to create and edit work
- ☐ Independently use technology tools (e.g. , audio, visual) to define problems and propose hypotheses.

Standard		Acceptable Use, Copyright and Plagiarism
Digital Citizenship	☐	Comply with district's Acceptable Use Policy
	☐	Explain Fair Use guidelines for using copyrighted material and consequences (e.g. images, music, video) in projects.
	☐	Analyze and explain how media and technology can distort, exaggerate or misrepresent information
	☐	Give examples of hardware and applications that enable people with disabilities to use technology
	☐	Explain the potential risks associate with the use of network digital environments (e.g. internet, mobile phones, wireless) and sharing personal data

Standard		Research (Gathering and Using Information)
RI5, RI7, RI10, SMP3, SMP5	☐	*Introduce* identifying probable types and locations of Web sites by domain names (e.g. edu, com, org, gov)
	☐	Use effective search strategies for locating and retrieving information (e.g. natural language vs. Boolean operators)
	☐	*Introduce* using various search engines and online directories. Explain how various search engines differ
	☐	*Introduce* using appropriate academic language in online learning environments (e.g. post, thread, account)
	☐	*Introduce* explain how technology can support communication and collaboration, personal and professional productivity and lifelong learning
	☐	Write/Create correct in-text citations and reference lists for text and images from all sources in acceptable formats.
	☐	Use Web browsing to access information (e.g., enter a URL, access links, create bookmarks/favorites, print
	☐	*Introduce* using and modifying databases and spreadsheets to analyze data and propose solutions
	☐	*Introduce* developing and use guidelines to evaluate the content, organization, design, use of citations, and presentation of technically enhanced projects

Standard		Communication and Collaboration
W6, W10, SL5, SL2, SL3, RI6, RI7, RI9, SMP3	☐	Use a variety of media to present information for specific purposes (e.g., reports, research papers, presentations, newsletters, Web sites, podcasts, blogs), citing sources
	☐	*Introduce* demonstrating how the use of various techniques and effect (e.g., editing, music, color, rhetorical devices) can be used to convey meaning in media
	☐	Use teacher developed guidelines to evaluate multimedia presentations for organization, content, design, presentation and appropriateness of citations
	☐	*Introduce* planning and implementing a collaborative project with students in other classroom and schools using telecommunication tools (e.g., email, discussion forums, groupware, interactive Web sites, video conferencing, collaborative software)

English Language Arts Anchor Standards	Mathematical Standards
RL– Reading Standards for Literature	MD– Measurement and Data
RI– Reading Standards for Informative Text	G– Geometry
W– Writing	EE– Expressions and Equations
SL-Speaking and Listening	A– Algebra
L– Listening	F– Functions
	SP– Statistics and Probability
	SMP– Standards for Mathematical Practice