Grade 6 Computers Curriculum Maps

Grade: 6 **Subject:** Computers	**Unit 1: Master Keyboarding Techniques**
Big Idea/Rationale	The touch method of keyboarding helps to prevent injuries and promotes accuracy and speed
Enduring Understanding (Mastery Objective)	• Students will identify and demonstrate the ten skills that make up ergonomic techniques and demonstrate proper techniques of alpha-numeric keyboard and 10-key pad to promote a healthy life style while using the computer • A tool is only as good as the person using it • Technology is constantly changing and requires continuous learning of new skills • Students will be responsible for preventing injuries while using a computer • Accurate documents reflect one's image and the image of one's company
Essential Questions (Instructional Objective)	• How does good posture help to promote good health? • How does an accurate document promote a positive image? • How does speed influence one's image? • How can you use technology to advance your learning in middle school?
Content (Subject Matter)	• www.typingweb.com
Skills/ Benchmarks (CCSS Standards)	• 8.1: All students will use digital tools to access, manage, evaluate, and synthesize information in order to solve problems individually and collaboratively and to create and communicate knowledge.
Materials and Resources	• Computer, Internet
Notes	

Grade: 6 **Subject:** Computers	**Unit 2: Internet and Internet Safety**
Big Idea/Rationale	The Internet can be used to conduct research for school assignments, issues involves with copying from the Internet, selecting appropriate websites for research, Internet Safety and Cyber bullying
Enduring Understanding (Mastery Objective)	- Not everything on the Internet is reliable. - Anyone can create a webpage and post it on the Internet. - It is important to check the validity of sources when citing from the Internet.
Essential Questions (Instructional Objective)	- What is the Internet? - What does a browser do? - Why is bookmarking websites a useful tool? - What is a search engine and what does it do? - Why are .edu and .gov sites reliable? - Why is copying a bad idea? - What are good rules to follow when in the Internet? - What should you do if you are faced with cyber bullying?
Content (Subject Matter)	- Using the browser - The Title Bar and Arrows - The Address and Menu Bars - Favorites - Search Engines - Selecting Appropriate Websites - Copying from the Internet - Internet Safety and Cyberbullying
Skills/ Benchmarks (CCSS Standards)	8.1.8.A.5 - The use of technology and digital tools requires knowledge and appropriate use of operations and related applications. 8.1.8.D.1 Model appropriate online behaviors related to cyber safety, cyber bullying, cyber security, and cyber ethics. 8.1.8.D.2 Summarize the application of fair use and creative commons. 8.1.8.D.3 Demonstrate how information may be biased on a controversial issue.
Materials and Resources	LCD Projector, Internet, Worksheets
Notes	

Grade: 6 Subject: Computers	Unit 3: Microsoft Word
Big Idea/Rationale	A word processing program should be used to create professional business documents
Enduring Understanding (Mastery Objective)	- Not all business communications can be done electronically - A formal document can indicate a professional image - The way you communicate using a business document can indicate knowledge of business practices and procedures
Essential Questions (Instructional Objective)	- Under what circumstances will you need to create a letter rather than use email? - Why is it necessary to follow a particular format when communicating with a business? - How can you use a business document to promote a positive self-image?
Content (Subject Matter)	- Teacher-generated letter which calls for students to compose parts of the letter - Student-created persuasive letter
Skills/ Benchmarks (CCSS Standards)	8.1.8.A.1 Create professional documents using advanced features of a word processing program 8.1.8.A.5 Select and use appropriate tools and digital resources to accomplish a variety of tasks and to solve problems. 8.1.8.D.1 Model appropriate online behaviors related to cyber safety, cyber bullying, cyber security, and cyber ethics. 8.1.8.D.2 Summarize the application of fair use and creative commons. 8.1.8.D.3 Demonstrate how information may be biased on a controversial issue. 8.1.8.E.1 Gather and analyze findings to produce a possible solution for a content-related or real world problem using data collection technology.
Materials and Resources	LCD Projector, use of the Internet to look up addresses, Microsoft Office Word
Notes	