

Fourth Grade

Standard	Benchmark Skill	Introduce	Develop	Assess	Reinforce
I. Basic operations and concepts	1.1 Change text formats (font, size and center).			<input type="checkbox"/>	
	1.2 Conduct a spell check.		<input type="checkbox"/>		
	1.3 Save to a folder.			<input type="checkbox"/>	
	1.4 Demonstrate proper posture (sit up straight, feet on/toward floor, keyboard placement).				<input type="checkbox"/>
	1.5 Demonstrate keying the alphabet and special keys by touch using the correct fingers.		<input type="checkbox"/>		
	1.6 Demonstrate keyboarding at 10 words per minute.		<input type="checkbox"/>		
	1.7 Demonstrate composing a document at keyboard.	<input type="checkbox"/>			
	1.8 Reset desktop to appropriate settings (launcher, quit programs).		<input type="checkbox"/>		
II. Social, ethical, and human issues	2.1 Practice responsible use of equipment and software.		<input type="checkbox"/>		
	2.2 Demonstrate positive social and ethical behaviors when using technology.		<input type="checkbox"/>		
	2.3 Cite source(s) used in projects, following citation format*.	<input type="checkbox"/>			
	2.4 Work cooperatively and collaboratively with peers and others when using technology.		<input type="checkbox"/>		
III. Productivity tools	3.1 Create a word processing document that includes a graphic.			<input type="checkbox"/>	
IV. Communication tools	4.2 Present a technology created project.	<input type="checkbox"/>			
V. Research tools	5.1 Open an Internet site, given an address.		<input type="checkbox"/>		
	5.2 Use online resources to conduct an Internet search and maneuver within sites.		<input type="checkbox"/>		
	5.3 Use technology resources (online resources, CDROMs) to gather information.		<input type="checkbox"/>		
VI. Problem-solving and decision-making tools	6.1 Use technology resources (educational software, calculators) for problem solving, self-directed learning, and extended learning activities.		<input type="checkbox"/>		