

Washington County Computer Technology SOL Checklist - Fifth Grade

Teacher: _____

Year: _____

* denotes standards which have previously been introduced in a prior grade and need reinforcement at this grade level

Basic Operations and Concepts	Quarter			
	1	2	3	4
- Identify and use appropriate technology vocabulary (according to grade level list)*				
- Identify basic software applications such as word processing, spreadsheets, and databases.				
- Demonstrate the ability to perform a variety of tasks:				
➤ Starting programs from Programs folder under Start menu*				
➤ Create and locate folders in My Documents folder*				
➤ Save and locate files in folders in My Documents folder*				
➤ Print a document, specifying page range, from a software program or the Internet (using the default or choosing a different printer)*				
➤ Connect peripheral devices (mouse, USB drive, headphones) in the proper port*				
➤ Locate and open files/folders from local network/external storage devices.*				
➤ Save files to different locations (e.g. removable storage media, shared folders)				
- Demonstrate proper care of computer hardware, software, peripherals, and storage media.*				
- Use the keyboard to type simple sentences, paragraphs, and stories (using capital and lowercase letters)*				
- Locates and operates the following keyboard keys (other than letter keys):				
➤ Punctuation keys (period, comma, exclamation point, question mark, apostrophe, quotation marks, hyphen)*				
➤ Math function keys (+, -, =, <, >)*				
➤ Internet keys (@, \, /, :, ;, ~, _)*				
➤ Tab key (to indent paragraphs)*				
➤ Shift*				
-Recognize common system problems (e.g. mouse is frozen, program not responding, not connected to network)				
Social, Ethical & Human Issues	Quarter			
	1	2	3	4
- Identify how technology is changing society and career options in areas such as communications, transportation, and the economy*				
- Know and follow the school rules for using computers and discuss consequences of inappropriate use*				
- Recognize importance of giving credit to a source of electronic information*				
- Practice Internet safety procedures *				
- Identify advantages/disadvantages and cost/benefit of people using technology to work, learn, communicate and play				
- Understand the need for the WCS Acceptable Use Policy.				
- Describe the advantages of using technology to increase productivity (e.g. ATM, calculator, PDA, online shopping, online banking, reservations, GPS)				
- Discuss the rationale for fair use and copyright regulations.*				
- Practice basic netiquette.*				
-Practice responsible use of computers and describe consequences for inappropriate use (e.g. software piracy, electronic privacy, downloads, copyrights, viruses, spam, plagiarism)				
-Practice citing sources when using information or graphics testing				

Technology Research Tools	Quarter			
	1	2	3	4
- Use available resources found in a variety of formats (e.g. Internet, card catalog, CD-ROM, databases, DVD and video)				
- Use a web browser to navigate the Internet using a child friendly search engine (e.g. forward, back, hyperlink, home, and favorites /bookmarks, refresh/reload)				
- Use a teacher prepared list of favorites/bookmarks or portals from a teacher web page to gather information*				
- Use basic web browsing vocabulary (e.g. URL, hyperlink, favorites/bookmarks, search box, and scroll bar)*				
- Use appropriate search strategies (identifying keywords for electronic searches and evaluating relevance, gathering techniques, sorting and reporting information strategies)*				
- Explain resources selected for assigned task*				
- Uses a graph/chart/graphic organizer from a template to represent a simple idea, calculate results, and display data				
- Evaluate Internet resources and check for accuracy, bias, and truth (e.g. blogs, wikis, forums)*				
- Develop an awareness of Internet resource evaluation (example- Cybersmart lesson)*				
-Identify the URL as host of information of a domain (e.g. .gov, .com, .edu, .org, .net, .tv)				
-Locate the author/creator of a website to determine credibility of the information <i>with assistance</i>				
-Create simple database from a template to organize, sort, and manage information <i>with assistance</i>				
Problem-Solving and Decision Making	Quarter			
	1	2	3	4
- Use technology tools to plan, gather, organize, present, and evaluate information which solves a problem (e.g. graphic organizer, chart, graph, word processor, slide show)*				
- Select technology tools for communicating, matching, sorting, concept mapping, and gathering information (e.g. Internet, writing a story, illustrating a concept, digital cameras, and using a spreadsheet)*				
Technology Communication and Productivity Tools	Quarter			
	1	2	3	4
- Observes teacher use of email to safely and securely collect information or share ideas with others.*				
- Locate, select, and use various media to be used to communicate. (e.g. text, images, audio and video)				
- Produce a graphic organizer (e.g. Word, TuxPaint, Paint)				
- Produce, edit, and format documents and multiple slide presentations <i>with assistance</i> (e.g. font, size, color, font styles, margins, text alignment, spell check, cut/copy/paste, headers/footers)				
- Demonstrate elements of design for presentations (e.g. backgrounds, white space, font size, sound effects)				
- Use digital cameras to take and download digital pictures				
- Create video to tell stories and record events <i>with assistance</i> (PhotoStory3, MovieMaker2)				
- Use paint and draw tools to select and manipulate objects and graphics (e.g. stretch, shrink, rotate, group, and duplicate)*				
- Use standard formatting toolbars (e.g. spell check, font, size, color, style, spacing, text alignment)				
- Identify the best tool to communicate a concept, idea, or information*				
- Use technology tools for individual and collaborative writing assignments, communication, and publishing (Word, TuxPaint, PowerPoint)*				
- Enter data and create a chart <i>with assistance</i> (e.g. spreadsheets, databases)				
- Insert/import an image in word processing and presentations (e.g. clip art, CD, Internet, scanned image)*				
- Identify file extensions (e.g. .doc, .jpg, .gif, .xls, .mp3, .mp4, .wav, .pdf, .avi)				
-Use scanner <i>with assistance</i>				
- Work collaboratively when using technology. (e.g. create pictures, reports, charts, slideshows, newsletters, flyers, videos, brochures)				