Washington County Computer Technology SOL Checklist - Third 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 major hardware components of laptops (e.g. computer, monitor, touchpad, keyboard, and printer)*				
- 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 printer)*				
➢ Connect USB devices (mouse, USB drive) in the proper port *				
- 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 (+, -, =, <, >)*				
➢ @ key*				
➢ Tab key (to indent paragraphs)*				
➢ Shift*				
➢ Additional URL keys (\, /, :, ~, _)				

Social, Ethical & Human Issues	Quarter			
	1	2	3	4
- Identify acceptable and unacceptable uses of computers in society*				
- 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 involving sharing personal information and passwords				
- Identify advantages and disadvantages of people using computers to work, learn, communicate and play*				

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)*				
- Use a web browser to navigate the Internet using a child friendly search engine (e.g. forward, back, hyperlink, home, and favorites /bookmarks)				
- 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 electronic resources to gather information *with assistance* (e.g. Internet, existing databases, CD-ROM, DVD and video)*				
- Observe appropriate search strategies (identifying keywords for electronic searches and evaluating relevance, gathering techniques, sorting and reporting information strategies)				
- Observes teacher modeling resources selected for assigned task				
- Uses a graph/chart/graphic organizers from a template to represent a simple idea				

	Quarter

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Problem-Solving and Decision Making	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 *with assistance* 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 can be used to communicate *with assistance*. (e.g. text, images, audio and video)				
- Observe teacher producing a document or graphic organizer for learning tasks (e.g. Word, TuxPaint, Paint, etc.)*				
- Produce and edit simple documents and presentations *with assistance*				
- Observe teacher modeling elements of principle and design for presentations (e.g. backgrounds, white space, font size, sound effects)				
- Use digital cameras to take digital pictures				
- Use video to tell stories and record events *with assistance* (PhotoStory3, MovieMaker2, etc.)				
- Use paint and draw tools to select and manipulate objects and graphics *with assistance* (e.g. stretch, shrink)				
- Use standard formatting toolbars (e.g. spell check, font, size, color, style)				
- 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, etc.)				
-Create simple slide presentations using text and graphics *with assistance**				