



**1<sup>st</sup> Quarter (41 Days)**

**Resources: I-Introduced; W-Working on; M-Mastered; C-Completed**  
**Resources: Computers with Microsoft Office Installed and Internet**

Week	Unit/Lesson	Learning Objectives	Vocabulary Terms	Reporting Categories ( TEKS SEs)
1 <sup>st</sup> WEEK	Introduce computer. How to properly shut off the computer	To learn specific parts of the computer and how to turn on and off the CPU.	Input Devices: Keyboard, Mouse, Output Devices: Monitor	
2 <sup>ND</sup> WEEK	Introduced the paint program on the computer	Show them the paint icon on the computer. Draw, color paint.		
3 <sup>RD</sup> WEEK	Introduced the paint program on the computer	Show them the paint icon on the computer. Draw, color paint.		
4 <sup>TH</sup> WEEK	In this unit, students will learn the fundamentals of keyboarding. Students will be exposed to proper hand technique and seating posture. Students will be able to identify letters on a keyboard.	Big Ideas: • Letters can be upper case and lower case. Essential Questions • How can I identify keys on a keyboard?		Tech Apps 6.E, 6.F Tech Apps: 5.B
5 <sup>TH</sup> WEEK	The themes for this unit promote important concepts such as: • Internet Safety • Digital Citizenship	Students learn that they can go to various places online, but they need to follow various procedures to remain safe.	Essential Questions: How do you go places safely on computer and tablets?	Tech Apps: 5.B
6 <sup>TH</sup> WEEK	In this unit, students will be introduced to a variety of components of Digital Citizenship and Internet Safety.	Students learn that they can go to various places online, but they need to follow various procedures to remain safe.	Essential Questions: Where are all of the numbers and letters located on the keyboard?	Tech Apps: 5.B
7 <sup>TH</sup> WEEK	For this strand, curriculum will focus on Going Places Safely in	Students learn that they can go to various places online, but	Essential Questions: How do I properly touch type?	Tech Apps: 5.B



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	which we will use the Common Sense Education resources to guide students	they need to follow various procedures to remain safe.		
8 <sup>TH</sup> WEEK	For this strand, curriculum will focus on Going Places Safely in which we will use the Common Sense Education resources to guide students	Students learn that they can go to various places online, but they need to follow various procedures to remain safe.	Essential Questions: How do I properly touch type?	Tech Apps: 5.B



**2nd Quarter (45 Days)**

**Resources: *I-Introduced; W-Working on; M-Mastered; C-Completed***  
**Resources: *Computers with Microsoft Office Installed and Internet***

Week	Unit/Lesson	Learning Objectives	Vocabulary Terms	Reporting Categories ( TEKS SEs)
1 <sup>st</sup> WEEK	Unit Overview: In this unit, students will be introduced to a variety of components of Digital Citizenship and Internet Safety.	Students learn that they can go to various places online, but they need to follow various procedures to remain safe.	Internet Safety • Digital Citizenship	Tech Apps: 5.B
2 <sup>ND</sup> WEEK	Unit Overview: In this unit, students will be introduced to a variety of components of Digital Citizenship and Internet Safety.	Use appropriate terminology regarding basic hardware, software applications, programs, networking, virtual environments, and emerging technologies	applications, programs, networking, virtual environments, and emerging technologies	6.A
3 <sup>RD</sup> WEEK	Unit Overview: In this unit, students will be introduced to a variety of components of Digital Citizenship and Internet Safety.	Perform basic software application functions, including opening an application and creating, modifying, printing, and saving files.	software application functions	6.C
4 <sup>TH</sup> WEEK	Unit Overview: In this unit, students will be introduced to a variety of components of Digital Citizenship and Internet Safety.	Use proper touch keyboarding techniques and ergonomic strategies such as correct hand and body positions and smooth and rhythmic keystrokes	proper touch keyboarding techniques	6.E
5 <sup>TH</sup> WEEK	Unit Overview: In this unit, students will be introduced to a variety of components of Digital Citizenship and Internet Safety.	demonstrate keyboarding techniques for operating the alphabetic, numeric, punctuation and symbol keys appropriate for K-2 learning	alphabetic, numeric, punctuation and symbol keys appropriate	6.F
6 <sup>TH</sup> WEEK	In this unit, students will learn the fundamentals of keyboarding. Students will be exposed to proper hand technique and seating posture. Students will be able to identify letters on a keyboard.	Big Ideas: • Letters can be used to form words and sentences.	Essential Questions • How can I use a keyboard to spell out words and type sentences?	6.E



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Week	Unit/Lesson	Learning Objectives	Vocabulary Terms	Reporting Categories ( TEKS SEs)
7 <sup>TH</sup> WEEK	In this unit, students will learn the fundamentals of keyboarding. Students will be exposed to proper hand technique and seating posture. Students will be able to identify letters on a keyboard.	Concept #1 Home Row, Upper Row, Lower Row		6.E
8 <sup>TH</sup> WEEK	In this unit, students will learn the fundamentals of keyboarding. Students will be exposed to proper hand technique and seating posture. Students will be able to identify letters on a keyboard.	Concept #1 Home Row, Upper Row, Lower Row		6.E
9 <sup>th</sup> WEEK				



3rd Quarter ( Days)				
Resources:				
Week	Unit/Lesson	Learning Objectives	Vocabulary Terms	Reporting Categories ( TEKS SEs)
1 <sup>st</sup> WEEK				
2 <sup>ND</sup> WEEK				
3 <sup>RD</sup> WEEK				
4 <sup>TH</sup> WEEK				
5 <sup>TH</sup> WEEK				
6 <sup>TH</sup> WEEK				
7 <sup>TH</sup> WEEK				
8 <sup>TH</sup> WEEK				
9 <sup>th</sup> WEEK				



**4th Quarter (Days)**

**Resources:**

<b>Week</b>	<b>Unit/Lesson</b>	<b>Learning Objectives</b>	<b>Vocabulary Terms</b>	<b>Reporting Categories ( TEKS SEs)</b>
1 <sup>st</sup> WEEK				
2 <sup>ND</sup> WEEK				
3 <sup>RD</sup> WEEK				
4 <sup>TH</sup> WEEK				
5 <sup>TH</sup> WEEK				
6 <sup>TH</sup> WEEK				
7 <sup>TH</sup> WEEK				
8 <sup>TH</sup> WEEK				
9 <sup>th</sup> WEEK				