

7th Grade Technology Standards

Ref.#	Technology Skill	Teacher	What Mastery Looks Like...
7-1	Demonstrate use of effective keyboarding skills.	Jones McGinnis Bounds	Able to word process minimum of 25 W.P.M. with 80% accuracy.
7-2	Ability to use Google Docs. as primary source of applications.	Daoust Jones McGinnis Bounds	Create New Document and Presentation Applications.
7-3	Ability to organize Google Docs., manage, and share own account. Plus shows proper etiquette when using as well.	Daoust Jones McGinnis Bounds	Can create folders, organize, share, and understand the process of doing each. Does not misuse sharing or damage others work.
7-4	Create a research paper that includes title page, introduction, body, conclusion, and a works cited page. The paper should be minimum of 3 pages; title, paper, works cited. (Research should demonstrate the use of a variety of print and nonprint resources)	Robert s	Paper should be created using Document. Student should be able to share with teacher for completion. Works cited page should include the proper way to cite references or research. Using citation machine is recommended.
7-5	Create a Presentation using Google Applications. Knowledge of using Presentation should be gained and students be able to self navigate certain areas.	Daoust Bounds Aral Sea	Presentation should include minimum of 12 slides, variety of color, fonts, text boxes, animations, themes, and should have knowledge of inserting images.
7-6	Introduction to Google Application Spreadsheet. Create a spreadsheet and find practical use for its application.	Jones Robert s	Use spreadsheet to display data, numbers, or other forms that create relevant use for using spreadsheets. Students should be able to insert text, edit text, edit cells and size, edit page layout, insert

			rows/columns, and use sum to total within spreadsheet. Introduction to graph or charts insertion as well.
7-7	Understand internet safety, computer ethics and etiquette, and how to properly treat computer equipment.	Guidance?	Aware of computer issues such as cyber-bullying, identification theft, not sharing personal information to others, not posting or emailing inappropriate items, not sharing passwords, and properly handling and treating equipment so as not to damage.
7-9	Application of google docs to web sites	Daoust	Ability to embed a google doc into a google site page with shared permissions
	Access information on the Internet for specific purposes and evaluate the validity of the information source.	All 7th Grade Team	Apply an evaluation tool to determine the quality and accuracy of information found on a website.
	Use the Iowa Online resources and various search engines and apply advanced search strategies.	All 7th Grade Team	Use advanced search strategies specific to search engines and the Iowa Online resources. Demonstrate the ability to use Boolean search strategies.