

Keyboarding Skills for Kindergarten

- A: Observing Teacher Modeling of Skills
- B: Practicing Skills with Teacher Guidance
- C: Using Skills with Minimal Teacher Support
- D: Applying Skills Independently
- X: Not Covered

Objectives:

	A
• Use left hand on the left side of the keyboard.	A
• Use right hand on the right side of the keyboard.	A
• Use both hands simultaneously on the keyboard.	A
• Use thumb on the spacebar.	A
▪ Use correct hand-finger, home row, and pairing of fingers.	A
▪ Use correct technique for key striking and keying by touch.	A
• Enter data at a rate of 11-15 words per minute.	A
• Understand that the keyboard is a data input device.	AB
• Identify keys on the right and left side of the keyboard.	AB
• Recognize letters on the keyboard as capital letters.	AB
▪ Recognize that letters typed on the keyboard are lower case unless the Shift Key is used.	AB
• Identify the location and function of these keys: Enter, Escape, Spacebar, Shift, Arrows, and Backspace.	AB
• Identify and properly use the mouse.	AB
• Use correct posture.	AB
▪ Use "single-click," "double click," and "click-and-drag" functions of the mouse.	AB
• Locate, identify, and use letter, number and punctuation keys.	AB

Technology Competency Skills for Kindergarten

- A: Observing Teacher Modeling of Skills
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Objectives:

• Use spell check.	A
▪ Open a saved file.	A
• Name and save a file.	A
• Use the following tool icons: bold, italicize, underline, paragraph indent, and justification.	A
• Understand and use the cut, copy, and paste information.	A
• Add text boxes.	A
▪ Use the Internet for locating and retrieving information.	A
• Open, close, and restore windows.	A
	A
• Use a calculator.	A
• Use a bar code reader.	A
Use a digital camera.	A
• Use a video camera.	A
• Identify the following components of a computer system: CPUs, monitor, mouse mouse pad, sound device, earphones, and keyboard.	AB
▪ Use appropriate items on a menu bar, e.g., "Print" and "Save."	A/B
• Change font, color, and size.	A/B
• Use correct spacing between words.	A/B
• Use correct spacing following punctuation.	A/B
• Add graphics to a composition.	A/B
	A/B/C
Use multimedia software	A/B/C
• Show respect for computer hardware.	A/B/C/D
• Show respect for computer software.	A/B/C/D
• Understand and comply with the District Acceptable Use Guidelines.	A/B/C/D
• "Log in" and "log out."	A/B/C/D
• Open a program by "double clicking" on an icon.	A/B/C/D
• Use the mouse to control the cursor.	A/B/C/D
▪ Use the arrow keys to control the cursor.	A/B/C/D

Keyboarding Skills for First Grade

A: Observing Teacher Modeling of Skills

B: Practicing Skills with Teacher Guidance

C: Using Skills with Minimal Teacher Support

D: Applying Skills Independently

X: Not covered

Objectives:

• Identify the location and function of the Tab Key.	A
• Use thumb on the spacebar.	A
• Use correct hand-finger home row, and pairing of fingers.	A
• Use correct technique for key striking and keying by touch.	A
• Enter data at a rate of 11-15 words per minute.	A
• Locate, identify, and use letter, number, and punctuation keys.	AIB
• Use left hand on the left side of the keyboard.	AIB
• Use right hand on the right side of the keyboard.	AIB
• Use both hands simultaneously on the keyboard.	AIB
• Understand that the keyboard is a data input device.	B
• Identify keys on the right and left side of the keyboard.	B/C
• Recognize letters on the keyboard as capital letters.	B/C
• Recognize that letters typed on the keyboard are lower case unless the Shift Key is used.	B/C
• Identify the location and function of these keys: Enter, Escape, Spacebar, Shift, Arrows, and Backspace.	B/C
• Identify and properly use the mouse.	B/C
• Use correct posture.	B/C
• Use "single-click," "double click," and "click-and-drag" functions of the mouse.	/C

Technology Competency Skills for First Grade

A: Observing Teacher Modeling of Skills

B: Practicing Skills with Teacher Guidance

C: Using Skills with Minimal Teacher Support

D: Applying Skills Independently

X: Not covered

Objectives:

• Resize pictures.	A
• Add text boxes.	A
• Use the Internet for locating and retrieving information.	A
• Open, close and restore windows.	A
• Use a scanner.	A
• Use a digital camera.	A
• Use a video camera.	A
• Identify the following components of a computer system: CPUs, monitor, mouse, mouse pad, sound device, earphones, and keyboard.	A/8
• Change font, color, and size.	A/8
• Use correct spacing between words.	A/8
• Use correct spacing following punctuation.	A/8
• Use spell check.	A/8
• Use the tool icons such as: bold, italicize, underline, paragraph indent, and justification.	A/B
• Understand and use the cut, copy, and paste information.	A/B
• Name and save a file.	A/B/C
• Add graphics to a composition.	A/B/C
• Use a calculator.	A/B/C
• Open a saved file.	A/B/C
• Show respect for computer hardware.	A/B/C/D
• Show respect for computer software.	A/B/C/D
• Understand and comply with the District Acceptable Use Guidelines.	A/B/C/D
• Use multimedia software	A/B/C/D
• Use appropriate items on a menu bar, e.a., "Print" and "Save."	B/C
	B/C
• Use a bar code reader.	B/C
• Open a program by "double clicking" on an icon.	C/D
• Use the mouse to control the cursor.	C/O
• Use the arrow keys to control the cursor.	C/D
	C/D
• "Log in" and "log out."	D

Technology Competency Skills for Third Grade

- A: Observing Teacher Modeling of Skills**
8: Practicing Skills with Teacher Guidance
C: Using Skills with Minimal Teacher Support
D: Applying Skills Independently
X: Not Covered

Objectives:

• Add text boxes.	A/B
• Access and use an existing spreadsheet and database.	A/B
• Use a scanner.	B
• Resize pictures.	B/C
• Use the tool icons such as bold, italicize, underline, paragraph indent, and justification.	B/C
• Understand and use the cut, copy, and paste information.	B/C
• Use the Internet for locating and retrieving information.	B/C
• Identify the following components of a computer system: CPUs, monitor, mouse, mouse pad, sound device, earphones and keyboard.	C/D
• Use appropriate items on a menu bar e.g., "Print" and "Save."	C/D
• Change font, color, and size.	C/D
• Use correct spacing between words.	C/D
• Use correct spacing following punctuation.	C/D
• Use spell check.	C/D
• Name and <i>save</i> a file.	C/D
• Add graphics to a composition.	C/D
• Open close, and restore windows.	C/D
• Use a calculator.	C/D
• Use a bar code reader.	C/D
• Use a digital camera to take pictures.	C/D
• Use a video camera.	C/D
• Use multimedia software	C/D
• Open a saved file.	C/D
• Show respect for computer hardware.	D
• Show respect for computer software.	D
• Understand and comply with the District Acceptable Use Guidelines.	D
• "Log in" and "log out."	D
• Open a program by "double clicking" on an icon.	D
• Use the mouse to control the cursor.	D
• Use the arrow keys to control the cursor.	D
	D

Keyboarding Skills for Third Grade

- A: Observing Teacher Modeling of Skills**
- B: Practicing Skills with Teacher Guidance**
- C: Using Skills with Minimal Teacher Support**
- O: Applying Skills Independently**
- X: Not Covered**

Objectives:

• Use correct technique for key striking and keying by touch.	A/B
• Enter data at a rate of 11-15 words per minute.	B/A
• Use both hands simultaneously on the keyboard.	B
• Use correct hand-finger, home row, and pairing of fingers.	B
• Use left hand on the left side of the keyboard.	B/C
• Use right hand on the right side of the keyboard.	B/C
• Use thumb on the spacebar.	B/C
• Locate, identify and use letter, number, and punctuation keys.	B
• Identify keys on the right and left side of the keyboard.	C/D
• Identify the location and function of the Tab Key.	C/D
• Use correct posture.	C/D
• Use "single-click," "double click," and "click-and-drag" functions of the mouse.	C/D
• Understand that the keyboard is a data input device.	D
• Recognize letters on the keyboard as capital letters.	D
• Recognize that letters typed on the keyboard are lower case unless the Shift Key is used.	D
• Identify the location and function of these keys: Enter, Escape, Spacebar, Shift, Arrows, and Backspace.	D
• Identify and properly use the mouse.	D

Technology Competency Skills for Fourth Grade

- A: Observing Teacher Modeling of Skills
- 8: Practicing Skills with Teacher Guidance
- C: Using Skills with Minimal Teacher Support
- D: Applying Skills Independently
- X: Not Covered

Objectives:

• Add text boxes.	B/C
• Use the Internet for locating and retrieving information.	B/C
• Access and use an existing spreadsheet and database.	B/C
• Understand and use the cut, copy, and paste information.	C
• Use a scanner.	C
• Resize pictures.	C/D
• Use the tool icons such as bold, italicize, underline, paragraph indent, and justification.	C/D
• Show respect for computer hardware.	D
• Show respect for computer software.	D
• Understand and comply with the District Acceptable Use Guidelines.	D
• Identify the following components of a computer system: CPUs, monitor, mouse, mouse pad, sound device, earphones, and keyboard.	D
• "Log in" and "log out."	D
• Open a program by "double clicking" on an icon.	D
• Use the mouse to control the cursor.	D
• Use the arrow keys to control the cursor.	D
• Use appropriate items on a menu bar, e.Q., "Print" and "Save."	D
• Change font color and size.	D
• Use correct spacing between words.	D
• Use correct spacing following punctuation.	D
• Use spell check.	D
• Name and save a file.	D
• Add graphics to a composition.	D
• Open, close, and restore windows.	D
• Access information on a CO-ROM drive.	D
• Use a calculator.	D
• Use a bar code reader.	D
• Use a tape recorder.	D
• Use a digital camera to take pictures.	D
• Use a video camera.	D
• Use multimedia software	D
• Open a saved file.	D

Keyboarding Skills for Fourth Grade

- A: Observing Teacher Modeling of Skills
- B: Practicing Skills with Teacher Guidance
- C: Using Skills with Minimal Teacher Support
- D: Applying Skills Independently
- X: Not Covered

Objectives:

• Use both hands simultaneously on the keyboard.	B/C
• Use correct technique for key striking and keying by touch.	B/C
• Use correct hand-finger, home row, and pairing of fingers.	C/O
• Enter data at a rate of 11-15 words per minute.	C/O
• Understand that the keyboard is a data input device.	D
• Identify keys on the right and left side of the keyboard.	O
• Recognize letters on the keyboard as capital letters.	D
• Recognize that letters typed on the keyboard are lower case unless the Shift Key is used.	D
• Identify the location and function of these keys: Enter, Escape, Spacebar, Shift, Arrows and Backspace.	D
• Identify the location and function of the Tab Key.	O
• Identify and properly use the mouse.	D
• Use correct posture.	D
• Use "single-click," "double click," and "click-and-drag" functions of the mouse.	D
• Locate, identify, and use letter, number, and punctuation keys.	D
• Use left hand on the left side of the keyboard.	O
• Use right hand on the right side of the keyboard.	O
• Use thumb on the spacebar.	O

Technology Competency Skills for Fifth Grade

- A: Observing Teacher Modeling of Skills
 8: Practicing Skills with Teacher Guidance
 C: Using Skills with Minimal Teacher Support
 D: Applying Skills Independently
 X: Not Covered

Objectives:

• Use a scanner.	C
• Add text boxes.	C/D
• Use the Internet for locating and retrieving information.	C/D
• Access and use an existing spreadsheet and database.	C/D
• Use a DVD player.	C/D
• Show respect for computer hardware.	D
• Show respect for computer software.	D
• Understand and comply with the District Acceptable Use Guidelines.	D
• Identify the following components of a computer system: CPUs, monitor, mouse, mouse pad, sound device, earphones, and keyboard.	D
• "Log in" and "log out."	D
• Open a program by "double clicking" on an icon.	D
• Use the mouse to control the cursor.	D
• Use the arrow keys to control the cursor.	D
• Use appropriate items on a menu bar, e.g., "Print" and "Save."	D
• Resize pictures.	D
• Change font, color, and size.	D
• Use correct spacing between words.	D
• Use correct spacing following punctuation.	D
• Use spell check.	D
• Name and save a file.	D
• Add graphics to a composition.	D
• Use the tool icons such as bold, italicize, underline, paragraph indent, and justification.	D
• Understand and use the cut, copy, and paste information.	D
• Open, close, and restore Windows.	D
• Use a calculator.	D
• Use a bar code reader.	D
• Use a tape recorder.	D
• Use a digital camera to take pictures.	D
• Use a video camera.	D
• Use multimedia software	D
• Open a saved file.	D

Keyboarding Skills for Fifth Grade

- A: Observing Teacher Modeling of Skills
- B: Practicing Skills with Teacher Guidance
- C: Using Skills with Minimal Teacher Support
- D: Applying Skills Independently
- X: Not Covered

Objectives:

• Use correct technique for key striking and keying by touch.	C/D
• Understand that the keyboard is a data input device.	D
• Identify keys on the right and left side of the keyboard.	D
• Recognize letters on the keyboard as capital letters.	D
• Recognize that letters typed on the keyboard are lower case unless the Shift Key is used.	D
• Learn the location and function of these keys: Enter, Escape, Spacebar, Shift, Arrows, and Backspace.	D
• Identify the location and function of the Tab Key.	D
• Identify and properly use the mouse.	D
• Use correct posture.	D
• Use "single-click," "double click," and "click-and-drag" functions of the mouse.	D
• Locate, identify, and use letter, number, and punctuation keys.	D
• Use left hand on the left side of the keyboard.	D
• Use right hand on the right side of the keyboard.	D
• Use both hands simultaneously on the keyboard.	D
• Use thumb on the spacebar.	D
• Use correct hand-finger, home row, and pairing of fingers.	D
• Enter data at a rate of 11-15 words per minute.	D

Technology Competency Skills for Sixth Grade

At the sixth grade level, technology use is to be integrated into the core curriculum subjects. Skills are taught/reinforced by all classroom teachers and in a lab setting.

Students will use the basic technology skills to accomplish the following:

Creativity and Innovation

Students will demonstrate creative thinking, construct knowledge and develop innovative products and processes using technology.

Communication and Collaboration

Students will use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others.

Research and Information Fluency

Students apply digital tools to gather, evaluate, and use information.

Critical Thinking, Problem Solving, and Decision Making

Students use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources.

Digital Citizenship

Students understand human, cultural, and societal issues related to technology and practice legal and ethical behavior.

Technology Operations and Concepts

Students demonstrate understanding of technology concepts, systems, and operations.

Basic Operations and Concepts
<ul style="list-style-type: none"> • Will continue to demonstrate proficiency in the use of technology equipment. • Will open files from the hard drive and storage devices such as CD's, flash drives, etc. • Will work between programs at the same time. • Will demonstrate mastery of quick keys such as ctrl+S = save; ctrl+P = print; ctrl+O = Open; ctrl + Z= undo; ctrl + I = italic; ctrl + B = Bold; ctrl + C = copy; ctrl + V = paste; ctrl + U = underline
Networking
<ul style="list-style-type: none"> • Can log on and off a network using domain credentials. • Can open a program on the network such as A+. • Can access, save, and retrieve a document from a personal folder.
Keyboarding Skills
<ul style="list-style-type: none"> • Continued training in keyboarding skills while emphasizing accuracy and speed. (20 wpm)
Social, Ethical, and Human Issues
<ul style="list-style-type: none"> • Students will understand privacy, copyright, licensing, and intellectual property issues and their responsibility. • Students will practice responsible use of hardware, software, and information.
Productivity tools
<ul style="list-style-type: none"> • Will include tools such as word processing, database, spreadsheet, multimedia programs and presentation tools:
Word processing:
<ul style="list-style-type: none"> • Can add a header and a footer to a document.

<ul style="list-style-type: none"> • Can set margins.
<ul style="list-style-type: none"> • Can insert the date and page numbers correctly.
<ul style="list-style-type: none"> • Can format a title page.
<ul style="list-style-type: none"> • Can use letter format.
<ul style="list-style-type: none"> • Can use spell checking appropriately.
<ul style="list-style-type: none"> • Can use text wrap.
<ul style="list-style-type: none"> • Can appropriate format a two page paper with paragraphing.
Drawing:
<ul style="list-style-type: none"> • Can use drawing tools in a word processor for borders, line width, to transform and to flip pictures.
<ul style="list-style-type: none"> • Can insert pictures and graphics into a page.
<ul style="list-style-type: none"> • Can resize pictures.
Spreadsheet skills:
<ul style="list-style-type: none"> • Can create a spreadsheet with cells, columns, and data.
<ul style="list-style-type: none"> • Can create a graph.
<ul style="list-style-type: none"> • Can print a spreadsheet.
Presentation skills:
<ul style="list-style-type: none"> • Can prepare a slide show using text and graphics.
<ul style="list-style-type: none"> • Can organize, arrange, and present an informational slide show.
Internet skills:
<ul style="list-style-type: none"> • Can connect to the internet.
<ul style="list-style-type: none"> • Can use links on a search page.
<ul style="list-style-type: none"> • Can enter a web address correctly.
<ul style="list-style-type: none"> • Can copy or save an image from the internet.
<ul style="list-style-type: none"> • Can use a specified search engine for research.
<ul style="list-style-type: none"> • Can evaluate a site for relevant information and accuracy.
<ul style="list-style-type: none"> • Can record a document source for a bibliography.

Technology Competency Skills for Seventh Grade

At the seventh grade level, technology use is to be integrated into the core curriculum subjects. Skills are taught/reinforced by all classroom teachers and in a lab setting.

Students will use the basic technology skills to accomplish the following:

Creativity and Innovation

Students will demonstrate creative thinking, construct knowledge and develop innovative products and processes using technology.

Communication and Collaboration

Students will use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others.

Research and Information Fluency

Students apply digital tools to gather, evaluate, and use information.

Critical Thinking, Problem Solving, and Decision Making

Students use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources.

Digital Citizenship

Students understand human, cultural, and societal issues related to technology and practice legal and ethical behavior.

Technology Operations and Concepts

Students demonstrate understanding of technology concepts, systems, and operations.

Basic Operations and Concepts
<ul style="list-style-type: none"> • Will continue to demonstrate proficiency in the use of technology equipment. • Will open files from the hard drive and storage devices such as CD's, flash drives, etc. • Will work between programs at the same time. • Will demonstrate mastery of quick keys such as ctrl+S = save; ctrl+P = print; ctrl+O = Open; ctrl + Z= undo; ctrl + I = italic; ctrl + B = Bold; ctrl + C = copy; ctrl + V = paste; ctrl + U = underline
Networking
<ul style="list-style-type: none"> • Can log on and off a network using domain credentials. • Can open a program on the network such as A+. • Can access, save, and retrieve a document from a personal folder.
Keyboarding Skills
<ul style="list-style-type: none"> • Continued training in keyboarding skills while emphasizing accuracy and speed. (25 wpm)
Social, Ethical, and Human Issues
<ul style="list-style-type: none"> • Students will understand privacy, copyright, licensing, and intellectual property issues and their responsibility. • Students will practice password security skills. • Students will practice online safety guidelines.
Productivity tools
<ul style="list-style-type: none"> • Will include tools such as word processing, database, spreadsheet, multimedia programs and presentation tools:
Word processing:

<ul style="list-style-type: none"> • Can copy and paste between documents.
<ul style="list-style-type: none"> • Can use templates appropriately.
<ul style="list-style-type: none"> • Can change page orientation settings.
<ul style="list-style-type: none"> • Can set tabs and margins appropriately.
<ul style="list-style-type: none"> • Can insert a table into a word document.
<ul style="list-style-type: none"> • Can change text formatting within a document.
<ul style="list-style-type: none"> • Can use bullets and numbering within a document.
<ul style="list-style-type: none"> • Can save a document to different formats such as to a pdf, rich text, to Open Office, to Microsoft Office, etc.
<p>Drawing:</p>
<ul style="list-style-type: none"> • Can use drawing tools in a word processor for borders, line width, to transform and to flip pictures.
<ul style="list-style-type: none"> • Can insert pictures and graphics into a page.
<ul style="list-style-type: none"> • Can resize pictures.
<p>Spreadsheet skills:</p>
<ul style="list-style-type: none"> • Can create a spreadsheet with cells, columns, and data.
<ul style="list-style-type: none"> • Can prepare and modify a chart.
<ul style="list-style-type: none"> • Can insert and delete rows and columns.
<ul style="list-style-type: none"> • Can sort data.
<ul style="list-style-type: none"> • Can change column and row height and width.
<ul style="list-style-type: none"> • Can hide rows and columns.
<ul style="list-style-type: none"> • Can insert page breaks.
<ul style="list-style-type: none"> • Can use simple formulas.
<p>Presentation skills:</p>
<ul style="list-style-type: none"> • Can prepare a slide show using text and graphics.
<ul style="list-style-type: none"> • Can organize, arrange, and present an informational slide show.
<p>Internet skills:</p>
<ul style="list-style-type: none"> • Can connect to the internet.
<ul style="list-style-type: none"> • Can use links on a search page.
<ul style="list-style-type: none"> • Can enter a web address correctly.
<ul style="list-style-type: none"> • Can copy or save an image from the internet.
<ul style="list-style-type: none"> • Can use search engines for research including videos and photographs.
<ul style="list-style-type: none"> • Can evaluate a site for relevant information and accuracy.
<ul style="list-style-type: none"> • Can record a document source for a bibliography.

Technology Competency Skills for Eighth Grade

At the eighth grade level, technology use is to be integrated into the core curriculum subjects. Skills are taught/reinforced by all classroom teachers and in a lab setting.

Students will use the basic technology skills to accomplish the following:

Creativity and Innovation

Students will demonstrate creative thinking, construct knowledge and develop innovative products and processes using technology.

Communication and Collaboration

Students will use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others.

Research and Information Fluency

Students apply digital tools to gather, evaluate, and use information.

Critical Thinking, Problem Solving, and Decision Making

Students use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources.

Digital Citizenship

Students understand human, cultural, and societal issues related to technology and practice legal and ethical behavior.

Technology Operations and Concepts

Students demonstrate understanding of technology concepts, systems, and operations.

Basic Operations and Concepts
<ul style="list-style-type: none"> • Will continue to demonstrate proficiency in the use of technology equipment. • Will work between multiple programs at the same time.
<ul style="list-style-type: none"> • Will demonstrate mastery of quick keys such as ctrl+S = save; ctrl+P = print; ctrl+O = Open; ctrl + Z= undo; ctrl + I = italic; ctrl + B = Bold; ctrl + C = copy; ctrl + V = paste; ctrl + U = underline
Networking
<ul style="list-style-type: none"> • Can log on and off a network using domain credentials. • Can open a program on the network such as A+. • Can access, save, and retrieve a document from a personal folder.
Keyboarding Skills
<ul style="list-style-type: none"> • Continued training in keyboarding skills while emphasizing accuracy and speed. (30 wpm) • Demonstrate mastery of top row number and/or keypad.
Social, Ethical, and Human Issues
<ul style="list-style-type: none"> • Students will understand privacy, copyright, licensing, and intellectual property issues and their responsibility. • Students will respect the privacy of others work/files. • Students will practice password security skills. • Students will practice online safety guidelines.
Productivity tools
<ul style="list-style-type: none"> • Will include tools such as word processing, database, spreadsheet, multimedia programs and presentation tools:

Word processing:
<ul style="list-style-type: none"> • Will continue to improve word processing skills learned previously.
<ul style="list-style-type: none"> • Will create a newsletter using columns, text boxes, picture boxes, formatted texts.
<ul style="list-style-type: none"> • Can create a mail merge document.
Drawing:
<ul style="list-style-type: none"> • Will continue to improve word processing skills learned previously.
Spreadsheet skills:
<ul style="list-style-type: none"> • Will continue to improve spreadsheet skills learned previously.
Presentation skills:
<ul style="list-style-type: none"> • Will continue to improve presentation skills learned previously.
<ul style="list-style-type: none"> • Will create a flipchart using ActivInspire.
Database skills:
<ul style="list-style-type: none"> • Create a database to collect, organize, and sort data.
<ul style="list-style-type: none"> • Can change fields and layout.
<ul style="list-style-type: none"> • Can add or delete records.
<ul style="list-style-type: none"> • Can save and print database as needed.
Internet skills:
<ul style="list-style-type: none"> • Will continue to improve skills learned previously.
<ul style="list-style-type: none"> • Will demonstrate understanding of social networking etiquette and avoid bullying practices.
<ul style="list-style-type: none"> • Demonstrate appropriate use of a blog.