

West Virginia Learning Skills and Technology Tools

# Grades Pre-K, K, 1, 2

Adopted 2008

## Information and Communication Skills

- 1. The student will access, analyze, manage, integrate, evaluate, and create information in a variety of forms using appropriate technology skills and communicate that information in an appropriate oral, written, or multimedia format.** **21C.S.PK-2.1**

### Learning Skills

- LS1.** Student uses text, people and electronic resources (e.g. interactive books, educational software, CD-ROMs, elementary multimedia encyclopedias and search engines) to locate information for classroom assignments and is able to identify the author and purpose for each source located. **21C.O.PK-2.1.LS1**
- LS2.** Student can accurately interpret and create simple visuals (e.g. charts, maps, graphs and models) and use this information to solve problems and communicate information. **21C.O.PK-2.1.LS2**
- LS3.** Student articulates thoughts and ideas, representative of real and imaginary experiences, clearly and effectively through oral, written or multimedia communication. **21C.O.PK-2.1.LS3**

### Technology Tools

- TT1.** Student uses keyboard and mouse to enter name and User ID, types sentences and follows on-screen prompts to successfully operate computers. Student uses printers, audiotapes, and other technologies. Student names common technologies (e.g., CD player, DVD player, video camera, cell phone). **21C.O.PK-2.1.TT1**
- TT2.** Student demonstrates correct keyboarding posture and correct hand and finger placement for the home row, knows how to use keyboard to create lower and upper case letters, knows how to locate and use the letters, numbers and special keys (e.g., enter, space bar, arrow keys, delete, shift, punctuation keys, number keys, left and right hand position), knows how to use a mouse to point and click, place cursor at a specified location, click and drag, and right click. **21C.O.PK-2.1.TT2**
- TT3.** Student logs on to computer, starts and exits programs, finds files, and handles and uses output devices (e.g., CDs, DVDs, USB drives, diskettes) with care. Student uses file menu commands (e.g., New, Open, Close, Save, Save as, Print) and saves computer files to diskette, hard drive and server. **21C.O.PK-2.1.TT3**
- TT4.** Student uses electronic drawing and paint programs to create graphics. Student participates in a group to locate and create pictures, clip art, graphs, tables and other appropriate objects and to insert into documents and presentations. **21C.O.PK-2.1.TT4**
- TT5.** Student creates text, types words and sentences, and inserts images using word processing software. Student creates, saves, prints and opens existing files. Student uses editing functions in word processing software (e.g., font, boldface, underline, font color). Student inserts graphics that enhance the understanding of the text. **21C.O.PK-2.1.TT5**

- TT6.** Student, working in a teacher-led whole group project, enters simple data into a spreadsheet and creates graphs electronically (i.e., use of chart wizard). **21C.0.PK-2.1.TT6**
- TT7.** Student, working in a teacher-led whole group project, uses presentation software to illustrate concepts and communicate ideas. **21C.0.PK-2.1.TT7**
- TT8.** Student, working in a teacher-led whole group project, uses existing common databases (e.g., online or CD-ROM encyclopedias, electronic dictionaries, and other online library archives) to find information for classroom assignments. **21C.0.PK-2.1.TT8**
- TT9.** Student identifies the Internet and email as tools to locate information and communicate. Student, with assistance from teachers or student partners, views identified Internet sites and uses email to read and send messages to other students, teachers, and online experts. **21C.0.PK-2.1.TT9**
- TT10.** Student begins to locate information in a variety of developmentally appropriate technology resources (e.g., interactive books, educational software, CD-ROMs, elementary multi-media encyclopedias and web-based search engines) to support classroom assignments. **21C.0.PK-2.1.TT10**
-

## Thinking and Reasoning Skills

### 2. The student will demonstrate the ability to explore and develop new ideas, to intentionally apply sound reasoning processes and to frame, analyze and solve complex problems using appropriate technology tools. 21C.S.PK-2.2

#### Learning Skills

- LS1. Student engages with teacher assistance in a critical thinking process by conducting basic evaluations using simple criteria. 21C.O.PK-2.2.LS1
- LS2. Student identifies parts of a system and explains how those parts interact with one another. 21C.O.PK-2.2.LS2
- LS3. Student engages in a problem solving process using objects to solve problems and demonstrates learning by explaining how they solved the problem. 21C.O.PK-2.2.LS3
- LS4. Student engages in discovery, exploration and experimentation to reach unexpected answers. Student makes unusual associations and provides a variety of solutions to problems. 21C.O.PK-2.2.LS4

#### Technology Tools

- TT1. Student identifies procedures for caring for and using developmentally appropriate technologies (e.g., computers, CD/DVD players, videotapes, diskettes, CD-ROMs, remote controls). 21C.O.PK-2.2.TT1
  - TT2. Student collaborates with classmates, families and others using telecommunications (e.g., class electronic pen pal projects, children's online message boards, e-cards, ask an expert online). 21C.O.PK-2.2.TT2
  - TT3. Student identifies different purposes among software applications (e.g., puzzles, writing tools, graphing tools, concept mapping tools). Student selects technology tools and software to solve problems (e.g., presentation software to explain and communicate information, drawing or paint software to make a picture, email software to send messages, Internet browser to access websites, and word processing software to write a story). 21C.O.PK-2.2.TT3
  - TT4. Student identifies how technology could be used to solve problems in our everyday world. 21C.O.PK-2.2.TT4
-

## Personal and Workplace Skills

- 3. The student will exhibit leadership, ethical behavior, respect for others; accept responsibility for personal actions considering the impact on others; take the initiative to plan and execute tasks; and interact productively as a member of a group.** **21C.S.PK-2.3**

### Learning Skills

- LS1.** Student manages negative emotions, aligns his/her goals to the goals of others, and works cooperatively and productively with others in small groups. **21C.O.PK-2.3.LS1**
- LS2.** Student demonstrates ability to assume different roles and responsibilities as assigned by the teacher and abandons ineffective strategies when introduced to more effective strategies for solving a problem or completing a task. **21C.O.PK-2.3.LS2**
- LS3.** Student understands the defined learning goal and uses age-appropriate instructional rubrics and tools to assess his/her performance in meeting the goal within the timeline established by the teacher. **21C.O.PK-2.3.LS3**
- LS4.** Student knows the difference between right and wrong, is accepting of others in work and play groups, and shows regard for peers and adults within the school by keeping work, play and public areas clean and organized. **21C.O.PK-2.3.LS4**
- LS5.** Student uses clearly defined teacher directions and interpersonal skills to move others toward the goal. **21C.O.PK-2.3.LS5**
- LS6.** Student focuses on a project goal, and with teacher guidance, frames appropriate questions related to the goal, considers possible courses of action, selects a plan of action and completes the project. **21C.O.PK-2.3.LS6**

### Technology Tools

- TT1.** Student identifies and practices the responsible use of technology systems and software. **21C.O.PK-2.3.TT1**
- TT2.** Student discusses with the teacher how the Internet can be a source of information. **21C.O.PK-2.3.TT2**
- TT3.** Student identifies how technology is commonly used in homes, community, and other environments. **21C.O.PK-2.3.TT3**
- TT4.** Student discusses the requirements of acceptable use policies (AUP). Student recognizes and gives examples of an individual's right of ownership to computer-generated work. **21C.O.PK-2.3.TT4**
- TT5.** Student demonstrates positive social and ethical behaviors when using technology. Student identifies appropriate and inappropriate use of computers and describes how to work collaboratively with others when using technology at home or in school. **21C.O.PK-2.3.TT5**
- TT6.** Student discusses how technology is used in the classroom, during leisure time, and for communication with others. **21C.O.PK-2.3.TT6**
- TT7.** Student participates in teacher-led discussion about Internet safety and the importance of protecting identity on-line, in email, and/or websites, and of limiting distribution of information and pictures. **21C.O.PK-2.3.TT7**

