

	NPS Technology Standard	AK Standard
Kindergarten	Practices keyboard and mouse skills	A1, D1, D2
	Identifies basic computer parts (computer, screen, mouse, keyboard, CD drive)	A1
	Shows the proper use and care of computer hardware. (turning on and shutting down, headphone, mouse, and keyboard use, food and drink)	1E
	Explores Keyboard to learn the alphabet	A1, D1, D2
	Keyboards first name	A1, D1, D2
	Follows classroom rules for responsible use of the computer (headphones, CD's, mouse)	A2, A5
	Creates pictures using paint and/or drawing application. (e.g.. Kidpix, pages)	A4, C2
	Cooperates and contributes to team efforts while on a shared workstation (shares equipment, takes turns).	1 A2, A5
	Asks for assistance as problems arise (knows simple problem solving strategy; eg. Cursor does not move after a short time, ask teacher for help).	A4, C2
	Uses grade level appropriate technology vocabulary (see attached)	
Grade 1	Follows classroom rules for responsible use of the computer	A2, A5
	Identifies the Home Row and explains it's purpose (dance mat typing)	A1, D1, D2
	Keyboards simple sentences	A1, D1, D2
	Logs into district computers using username and password	A3, A4
	Identifies basic computer parts (computer, screen, mouse, keyboard, CD /DVD drive).	A1
	Identifies and uses desktop items (menus, trash, hard drive folders, windows).	E2
	Shows the proper use and care of computer hardware. (turning on and shutting down, headphone, mouse, and keyboard use, food and drink)	A4, C2
	Practices beginning desktop management skills (opens and quits applications correctly, inserts and accesses CD-ROM or DVD, ejects media properly)	A2,
	Asks for assistance as problems arise (knows simple problem solving strategy; eg. Cursor does not move after a short time, ask peers and teacher)	A4, C2
	Cooperates and contributes to team efforts while on a shared workstation (shares equipment, takes turns).	A2, A5
Uses multimedia software to create single frame presentations (KidPix. Comic Life, Pages, Keynote, Kidspiration)	A2	
Uses level appropriate technology vocabulary (see attached)		

	NPS Technology Standard	AK Standard
2nd Grade	Uses spell check prior to printing or submitting work	A1, D1, D2
	Demonstrates use of the basic function and command keys (return/enter, command/control, esc, delete/backspace, option, shift/caps lock, space bar, etc.).	B3
	Identifies and uses common software applications (e.g., Word, Pages, PowerPoint, Keynote, KidPix, Kidspiration).	A1
	Creates, opens, saves (on hard drive and/or network server), and closes documents.	A1
	Keyboards simple sentences using a word processing application.	A1, B2
	Edits word processing documents by selecting text and using cut, copy, and paste.	D1
	Formats word processing documents (font, style, size, alignment, and color).	D2
	Illustrates concepts or stories using paint and/or drawing or graphic application. (KidPix, Comic Life, Pages, Tux Paint)	D3, D2
	Selects a printer and prints.	D3, D2
	Uses multimedia software to create simple presentations (KidPix, Comic Life, iMovie, Keynote, PowerPoint)	A3, E7, A2
	Teaches peers technology skills.	A2, A5
	Discusses safe practice for email and internet use. (i.e.. privacy, safety, etiquette)	C2, D1
	Uses level appropriate technology vocabulary (*See skills scoring guide).	A2
3rd Grade	Keyboards 10WPM with hands on home row with 90% accuracy and proper ergonomics.	A1, A2
	Uses a word processing program to publish a report that contains centering, tabs and different font sizes	D1, C3
	Creates simple Multimedia projects to share with peers or classroom. (e.g. KidPix, Keynote, PowerPoint, iMovie)	C3, D2, D3
	Identifies basic components while entering data into a spreadsheet (e.g. cells, rows, and columns).	B2, A1
	Uses a browser to navigate the Internet using bookmarked/favorite websites. (Firefox, Safari)	B1
	Uses simple search tools to locate information on the Internet and online databases. (eg. Google, Yahoo, Dogpile, AskJeeves, Searchasaurus,	B1, A3, A2, A1
	Downloads graphical images from the internet and saves them to a file for future use.	B2, B3
	Identifies and uses toolbars and menus.	A2

	NPS Technology Standard	AK Standard
	Demonstrates proper care of hardware and software.	E2
	Uses an application to create, edit and share (e.g. KidPix, Pages, iPhoto, Keynote)	D1
	Uses and switches between two or more applications simultaneously.	C3
	Explains safe practice for email and internet use. (i.e.. privacy, safety, etiquette)	A2
	Uses level appropriate technology vocabulary (* See skills scoring guide)	All
4th Grade	Keyboards accurately at district-determined Level (NPS target 15-25 WPM)	A1
	Adheres to ethical and legal practices relates to technology use (eg. Intellectual property, licensing, shareware, plagiarism).	E2, E3, E4,
	Explains how computer viruses impact technology use	A4, E1
	Explains the concept of Intellectual Property and copy write laws.	D1, D2, D3
	Formats spreadsheet (changes cell size, inserts graphics, resizes, inserts and deletes rows/columns, sets print range)	A2, D2
	Manipulates data in a spreadsheet (creates graphs, charts, uses auto-sum, uses fill function, etc.).	A2
	Uses word processing editing tools (dictionary, thesaurus, grammar check, word count).	A1, A2, E7
	Uses online resources for research and learning.	C1,
	Organizes multi-media projects which are easily navigated by the end user. (diagram, buttons, links, etc.)	E2
	Creates documents for a purpose, adds pictures and titles	A2
	Operates technology tools with assistance, (e.g. digital camera, video camera, printers, scanners, flash drive, video conferencing)	A2, A5
	Interacts with available technology tools on a regular bases (computers, Interactive White Boards, ActiveExpressions_	A1, A2, E7
	Cites Internet and online database resources.	D1, D2, A2
	Uses online resources to support learning (e.g. SkillsTutor, Atomic Learning)	C3, D3, A2
	Interacts with district support technology to monitor progress in class (PowerSchool)	A2, B1
	Uses level appropriate technology vocabulary (* See skills scoring guide)	All
5th Grade	Keyboards accurately at district-determined Level (NPS target 25 WPM).	A2, D2,

	NPS Technology Standard	AK Standard
	Applies formatting techniques in word processing or spreadsheets (e.g., formats text/cells, changes margins, adds bullets using MS Office or Pages or Google Docs)	
	Develops pie charts, bar graphs, and line graphs using Numbers, Excel or Google Docs)	A2, D2,
	Uses word processing editing functions (e.g., cut, copy, paste, and undo).	A1, A2, A4
	Creates a spreadsheet using a minimum of one formula.	C1, C2,
	Recognizes other forms of technologies (medical, telecommunications, consumer electronics, and industrial) and can correlate them to	E5, E6, E8
	various industries and uses.	E5, E6, E8
	Explains the basic idea of networking (e.g., computers connected with a special cable can communicate and send information to other computers).	A3, D3
	Knows and applies ergonomics to computer usage (carpal tunnel injury, eye strain, back injury)	E2
	Uses a digital video camera appropriately	A2, C1, C3
	Uses entry-level video editing software (iMovie)	A2, C1, C3, D1
	Creates and shares multi-media presentations using graphics, sound, edited video, and text. (Keynote, iMovie, Google Presentations, PowerPoint)	D1
	Discuss common uses of technology in daily life and the advantages and disadvantages those uses provide.	E6, E7, E8
	level appropriate technology vocabulary (* See skills scoring guide)	A2
	Uses email to communicate with classmates, parents and teachers.	A2, B3, D2
	Saves to removable storage device (e.g. DVS or CD-RW, Jump drive, etc.)	A1, A4
	Uses online databases containing periodicals, journals, radio transcriptions (e.g. Ebsco, SIRS, ERIC)	A1, B2, C3
	Can apply a variety of search strategies (topic search, author search, title search, keyword search,	A1, D2,
	Interacts with district support technology to monitor progress in class (PowerSchool)	A1, B1
	Adheres to ethical and legal practices relates to technology use (eg. Intellectual property, licensing, shareware, plagiarism).	E4
6th Grade	Keyboards accurately at district-determined Level (NPS target 25-35 WPM)	A1
	Combines several functions in word processing (e.g., adds graphics, tables, and columns to a text document).	D1, D2, A2
	Creates a simple database for a class project (excel, numbers,Google docs)	A1, B1, B2
	Uses spread sheets to manage, analyze and present data (e.g. Excel, Numbers, Google Docs)	A3, A2, B2

	NPS Technology Standard	AK Standard
	Utilizes technology to create, interact with and use graphic organizers (Inspiration, Student Response systems)	A3, A4, A5
	Identifies computer specs (RAM, processor speed, and memory) and how they affect the ability of the computer to do various tasks.	A3, A4, A5
	Is able to recover & solve simple computer crashes (Force Quit, Restart, Rebuild Desktop)	A5, A4,
	Uses more advanced features (focus, resolution, etc.) of digital cameras.	A2, A4,
	Manipulates images/photos using entry level photo-editing software. (contrast, redeye, imbed text, backgrounds)	A2, D1, D3
	Begins to use digital video editing software to edit and publish simple, short movies for integration into multimedia projects.	A2, D1, D3
	Manipulates existing database (sorts, enters data, finds, etc.)	C2, C3
	Uses Web 2.0 technologies to interact with peers and produce collaborative documents and presentations (Google Docs, Ning, Blogs, Wikis)	D2, D3, C3
	Demonstrates an understanding of safe, ethical and responsible use of the internet.	E2
	Uses classroom webpage and district support technology to monitor personal learning (powerschool)	E2
7th Grade	Keyboards accurately at district-determined Level (NPS target 35-40 WPM)	
	Uses word processing to compose a variety of documents using complex formatting techniques (e.g., business production documents	A1, A2, C3,
	including letters, memo, reports, tables, newspapers, brochures, and resumes).	A1, E7
	Uses advanced functions to fill a spreadsheet and customize the cell formulas (e.g., summation and averaging in real life situations--tracking	
	student account expenses).	
	Connects two computers over a network and sets up file sharing	A3, A4
	Creates and uses storyboards to plan presentations	A2, D2,
	Uses Level appropriate technology vocabulary (*See skills scoring guide).	A2
	Uses digital video methods and techniques for research and interviews for integration into multimedia projects.	D2, D3, C3
	Builds a simple database (mail merge, address book, portfolio, fundraising record, reading list, etc.)	
	Understands the purpose of the operating system, how it functions, and can configure and update as necessary.	A4, A5

	NPS Technology Standard	AK Standard
	Explains the basic principles of Local Area Networks and Wide Area Networks including the World Wide Web.	
	Uses the Internet, AKCIS, or other career resource software to obtain information on post -secondary education, service learning, skilled trades, entrepreneurship, or employment options.	E5, E7
	Understands and models ethics relating to copyright laws.	
	Understands and practices safe and ethical online behavior.	
8th Grade	Creates and presents a multimedia project using audio and video components.	D1, D2,
	Keyboards accurately at district-determined Level (NPS target 40+ WPM)	
	Explores uses of technology in the workplace and examines careers that require the use of technology.	E5
	Demonstrates ethical and legal use of technology (understands licensing agreements and copyrights).	E4
	Shows how to use the Internet to retrieve and store information (e.g. files-ftp).	D2
	Creates a basic Web page to which includes graphics, sound, movie, e-mail link, and hyperlinks to other sites.	D2, D3
	Knows and operates common disk repair applications (Norton Utilities, Disk First Aide)	A5
	Demonstrates knowledge of the principals of graphic design (Contrast, Alignment, Repetition and Proximity.)	D1
	Creates a basic Web page to which includes graphics, sound, movie, e-mail link, and hyperlinks to other sites.	D1, D2, D3
	Uses Boolean logic to perform queries (databases, webpages).	B3, E3, E4
	Performs mail merges using existing databases.	A2, D2
	Selects and demonstrates how to use various forms of technology (e.g., faxes, LCD projectors, copiers, teleconferencing equipment).	A2, E1, E5
	Understands and practices safe and ethical online behavior.	
9th Grade	Keyboards accurately at district-determined Level (NPS target 40+ WPM)	
	Instructs others in basic operations of word processors, spreadsheets, multimedia, and Internet access.	A2, C2,
	Demonstrates ability to install new applications and learn to operate using manuals, menus, videos and CDs or DVDS	A4

	NPS Technology Standard	AK Standard
	Develops a working knowledge of specific technology for interest areas (e.g. programmable CAD/CAM engine analyzers, photo-editing, graphic design, and video/audio tools, MIDI).	E5, E7, E8
	Completes and presents a personal electronic portfolio to public while explaining career and post-secondary options.	A2, C3, D2
	Demonstrates basic trouble shooting strategies in relation to printing problems, hardware/software problems, and retrieving information.	A4, C2
	Uses advanced functions to fill a spreadsheet and customize the cell formulas (e.g., summation and averaging in real life situations--tracking	C1, C2, D1, D2
	Uses advanced word processing functions (header/footer, tables, columns, graphic layout, charts, graphs, and collaboration tools.	C1, D1,
	Organizes, saves and locates files on personal computer and network.	A1, A2, A3
	Participates in classroom discussions and projects using IWB or other technology tools.	A2, C3,D2
10th Grade	Applies troubles shooting techniques (network connectivity, adding/finding printers, server and cross	A4, A5
	Prepares and delivers an oral presentation with well designed visual aides	D1, D2,
	Produces a Multimedia project (audio/video/photo) to explore and idea, solve a problem or derive meaning.	D1, D2, D3
	Applies knowledge of principals of graphic design (contrast, Alignment, Repetition and Proximity)	A2, C3,
	Uses technology to create graphic organizers	A2, D1, D3
	Uses content specific tools, software and simulations (probes, graphing calculators, exploratory environments, web tools to support learning and research.	E5, C1, A5
	Recognizes and and practices safety issues associated with the use of technology	E2
	Recognizes technology's impact on individuals, society and the workplace	E2
Grade 11 12	Employs advanced search techniques to locate information on the web or online database	B3, C3, D3
	Determines the validity of sources (bias, Authoritative, Reliable)	B3, E3, E4
	Cites sources in accepted format when using Internet resources (MLA, APA)	B3, E3, E4
	Demonstrates and advocates for legal and ethical behavior among peers and family regarding copyright, plagiarism, and use of sources.	D2

	NPS Technology Standard	AK Standard
	Participates in classroom or online discussion boards for educational collaboration	D2, D3
	Uses Google Docs or other Web 2.0 collaborative tools to collaborate with peers on common project.	D3, D2
	Uses email to communicate with classmates, parents and teachers.	D3, D2
	Integrate the use of technology into daily living	E7