

Middle School Technology Curriculum

The overall goals are to introduce students to and increase their proficiency with:

- Computer use and etiquette
- Typing
- Web Browsers
- Basic office suite skills (MS Office)
 - Word Processing
 - Spreadsheet
 - Presentation
- Movie Maker
- Photo manipulation software and scanning technology
- Publishing software
- Webpage design
- Blogs

There will be a focus on the following skills:

- Responsible and well organized saving of documents and drafts, by ensuring that all files are well named, well organized, and located in multiple places
- Communicating responsibly using computers
- Internet for Research and critical thinking about resources
- Using technology to solve problems and make informed decisions
- Ethical and safe uses of the internet
 - Internet safety
 - Chat safety
 - E-mail etiquette