

## TOPEKA PUBLIC SCHOOLS ONLINE CURRICULUM GUIDE

### 8th Grade Educational Technology

#### Course/Grade Level Standards

STRAND ONE: Creativity and Innovation	
<b>ET.OB.1.01</b>	Use editing and formatting skills when creating a database.
<b>ET.OB.1.02</b>	Use sort, filter, and create a database.
<b>ET.OB.1.03</b>	Use the correct terminology for a database.
<b>ET.OB.1.04</b>	Use advance editing and formatting skills (e.g., thesaurus, watermark, theme, header, footer, footnote, animations, and media clips) when constructing a word processing document, desktop publishing document, spreadsheet, and a presentation.
<b>ET.OB.1.05</b>	Create and format a table within a desktop publishing document.

STRAND TWO: Communication and Collaboration	
<b>ET.OB.2.06</b>	Use advanced e-mail features (e.g., postpone, edit, carbon copy, multiple-recipients).
<b>ET.OB.2.07</b>	Exhibit appropriate behavior when using e-mail.
<b>ET.OB.2.08</b>	Develop a collaborative project using online tools (e.g., google docs, wiki spaces).

STRAND THREE: Research and Information	
<b>ET.OB.3.09</b>	Paraphrase text, copy and save images from the Internet, citing references according to copyright laws ..
<b>ET.OB.3.10</b>	Determine the most appropriate search engine to use for a given task.
<b>ET.OB.3.11</b>	Evaluate the credibility, accuracy, and reliability of Internet sources.
<b>ET.OB.3.12</b>	Create electronic notes and cite internet resources using appropriate format for the grade level and/or curriculum area

STRAND ONE FOUR: Critical Thinking, Problem Solving, and Decision Making	
<b>ET.OB.4.13</b>	Use knowledge of propaganda, the presence of bias, prejudice, and facts versus opinions found in resources when designing and constructing a project.
<b>ET.OB.4.14</b>	Use real text to determine source (deconstruct the uniform resource locator), and support information to verify.
<b>ET.OB.4.15</b>	Collect and analyze data from research to identify solutions and/or make informed decisions.
<b>ET.OB.4.16</b>	Use several technologies (e.g., spreadsheets, charts, tables) to perform a given task and analyze the advantages of each.

STRAND ONE FIVE: Digital Citizenship	
<b>EHI8.5.17</b>	Analyze-the consequences of a digital footprint.

STRAND ONE SIX: Technology Operations and Concepts	
<b>ET.OB.6.18</b>	Key 35 gross words per minute (GWPM) using a three-minute basic skills test.
<b>ET.OB.6.19</b>	Compare types of memory and storage (e.g., RAM, ROM, GB, MB).
<b>ET.OB.6.20</b>	Demonstrates independent troubleshooting.