Pine Hill Public Schools Curriculum

Content Area:	**Technology**		
Course Title/ Grade Level:	Computers / Grade 4		
Unit 1:	**Digital Passport** **Cyber Safety/Security/Ethics**	Month:	**September/October**
Unit 2:	**Math Measurements/Recipes/Holiday Calendar/Microsoft Word Skills**	Month:	**November/December**
Unit 3:	**Microsoft Word and Excel/Tables**	Month:	**January/February**
Unit 4:	**Using Digital Tools to Help the Environment**	Month:	**March/April**
Unit 5:	**Solar System** **Microsoft Word/Excel/PowerPoint**	Month:	**May/June**
Date Created or Revised:	Updated 12/9/2012		
BOE Approval Date:	8/28/12 & 12/18/12		

Pine Hill Public Schools Computers Curriculum		
Unit Title: Digital Passport **Cyber Safety/Security/Ethics**		**Unit #: 1**
Course or Grade Level: Grade 4		**Length of Time: September/October**
Date Created: 12/6/2012		**BOE Approval Date:**
Pacing	6-8 sessions	
Essential Questions	How do I use the Internet and Digital Tools safely, responsibly, and ethically?	
Content	• Digital Communication/Cell Phones • Online Privacy • Cyber Bullying • Internet Web Searches • Creative Credit (copyright/plagiarism)	
Skills	• Use problem solving skills to maneuver through a program (Digital Passport) • Distinguish between good and not as good Internet resources • Access Tutorials and view video clips to complete "hard copy" activities	
Assessments	• Successful completion of Digital Passport workbook • Teacher observation	
Interventions / differentiated instruction	• Peer assistance	
Inter-disciplinary Connections	• Social Skills • Citizenship	
Lesson resources / Activities	• Digital Passport Website https://digitalpassport.org/educator-registration • Printed materials	
2009 NJCCCS		
Standard: 8.1		

Strand(s): A. Technology Operations and Concepts
          D. Digital Citizenship
          E. Research and Information Literacy		

Content Statement(s): Content Statement(s): **The use of technology and digital tools requires knowledge and appropriate use of operations and related applications.** **Technological advancements create societal concerns regarding the practice of safe, legal, and ethical behaviors. Effective use of digital tools assists in gathering and managing information.**		**CPI # / CPI(s):** 8.1.4.A.5 Determine the benefits of a wide range of digital tools by using them to solve problems. 8.1.4.D.1 Explain the need for each individual, as a member of the global community, to practice cyber safety, cyber security, and cyber ethics when using existing and emerging technologies. 8.1.4.D.2 Analyze the need for and use of copyrights. 8.1.4.D.3 Explain the purpose of an acceptable use policy and the consequences of inappropriate use of technology.

					8.1.4.E.2 Evaluate the accuracy of, relevance to, and appropriateness of using print and non-print electronic information sources to complete a variety of tasks.		
21st Century Themes							
	Global Awareness		Financial, Economic, Business, and Entrepreneurial Literacy		Civic Literacy		Health Literacy
21st Century Skills							
	Creativity and Innovation		Critical Thinking and Problem Solving		Communication and Collaboration	x	Information Literacy
	Media Literacy		ICT Literacy		Life and Career Skills		

Unit Title: Math Measurements/Recipes/Holiday Calendar/Microsoft Publisher Skills	**Unit #: 2**

Course or Grade Level: Grade 4	**Length of Time: November/December**

Date Created: 12/9/2012	**BOE Approval Date:**

Pacing	6-8 sessions
Essential Questions	How do I create a calendar on the computer? How do I use Microsoft Publisher templates? How do I safely search the Internet?
Content	• Microsoft Publisher • Google Safe Search • Templates • Holiday Traditions • Google Maps
Skills	• Open Publisher • Find a calendar template • Create a calendar for the New Year • Search the Internet for holidays/celebrations from other countries/cultures • Add dates and events to the template • Search Google Maps for countries • Add map image to calendar • Create a holiday recipe or find a recipe from another culture • Find a recipe card template • Create recipe card
Assessments	• Printed calendars and recipe cards • Teacher Observation
Interventions / differentiated instruction	• One on one instruction • Printed direction • Peer assistance
Inter-disciplinary Connections	• Social Studies • World Cultures
Lesson resources / Activities	• Microsoft Publisher • http://www.safesearchweb.com/google-kids.html • http://www.google.com/earth/index.html
2009 NJCCCS	

Standard: 8.1

Strand(s): A. Technology Operations and Concepts

Content Statement(s): The use of technology and digital tools requires knowledge and appropriate use of operations and related applications.	**CPI # / CPI(s):** 8.1.4.A.1 Demonstrate effective input of text and data using an input device. 8.1.4.A.2 Create a document with text formatting and graphics using a word processing program. 8.1.4.A.3 Create and present a multimedia presentation

				that includes graphics.			

	21st Century Themes						
	Global Awareness		Financial, Economic, Business, and Entrepreneurial Literacy		Civic Literacy		Health Literacy
	21st Century Skills						
	Creativity and Innovation		Critical Thinking and Problem Solving		Communication and Collaboration	x	Information Literacy
	Media Literacy		ICT Literacy		Life and Career Skills		

	Pine Hill Public Schools Computers Curriculum	
Unit Title: Microsoft Word and Excel/Tables		**Unit #: 3**
Course or Grade Level: Grade 4	**Length of Time: January/February**	
Date Created: 12/6/2012	**BOE Approval Date:**	
Pacing	6-8 weeks	
Essential Questions	How do I use data to write a report? How does a spreadsheet help me write a report? How do I use artistic effects to change a photograph image? How do I create a table in MS Word?	
Content	• Word Processing • Internet • Microsoft Excel/Spreadsheets • Charts and graphs • Data Interpretation • Education City Interactive Program	
Skills	• Use Internet (Google Images) • Format a picture to "Washout" appearance • Format picture behind text • Add Wordart • Insert a footer • Create a word document • Create a table • Insert symbols from Insert on the Menu Bar • Use problem solving skills to maneuver through a program • Conduct a survey • Create a spreadsheet to enter survey results • Create a chart and graph on a spreadsheet • Write a report analyzing data from spreadsheet	
Assessments	• Scored activities • Printed spreadsheets • Written/typed reports • Teacher observation • Self-evaluation/Program scores	
Interventions / differentiated instruction	• One on one instruction • Peer assistance • Specialized keyboard • Advance levels of Interactive Program	
Inter-disciplinary Connections	• Language Arts • Math	
Lesson resources / Activities	• Microsoft Word • Microsoft Excel	
	2009 NJCCCS	

Standard: 8.1

Strand(s): A. Technology Operations and Concepts

Content Statement(s): The use of technology and digital tools requires knowledge and appropriate use of operations and related applications. Digital tools and environments support the learning process and foster collaboration in solving local or global issues and problems.	**CPI # / CPI** 8.1.2.A.1 Identify the basic features of a computer and explain how to use them effectively. 8.1.2.A.2 Use technology terms in daily practice. 8.1.2.A.4 Create a document with text using a word processing program. 8.1.4.A.1 Demonstrate effective input of text and data using an input device. 8.1.4.A.2 Create a document with text formatting and graphics using a word processing program. 8.1.4.A.4 Create a simple spreadsheet, enter data, and interpret the information. 8.1.4.A.5 Determine the benefits of a wide range of digital tools by using them to solve problems.

| **21st Century Themes** |

	Global Awareness		Financial, Economic, Business, and Entrepreneurial Literacy		Civic Literacy		Health Literacy

21st Century Skills

	Creativity and Innovation		Critical Thinking and Problem Solving		Communication and Collaboration	x	Information Literacy
	Media Literacy		ICT Literacy		Life and Career Skills		

<table>
<tr><td colspan="3" align="center">Pine Hill Public Schools
Computers Curriculum</td></tr>
<tr><td colspan="2">Unit Title: Using Digital Tools to Help the Environment</td><td>Unit #: 4</td></tr>
<tr><td colspan="2">Course or Grade Level: Grade 4</td><td>Length of Time: March/April/May</td></tr>
<tr><td colspan="2">Date Created: 12/9/2012</td><td>BOE Approval Date:</td></tr>
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Pacing	8 Weeks
Essential Questions	How do I use the Internet to find answers to my questions? How do I record data on a spreadsheet? How do I use email/Skype to ask local officials about issues? How do I contact children in classes from other schools in the United States or around the world? How can I help conserve water in my school/community?
Content	• Safe Internet Search • Email etiquette, use and safety • Microsoft Excel • Skype • Environmental Conservation
Skills	• Search the Internet using Google Safe Search • Set up an ePals account • Gather data and record on a spreadsheet • Use appropriate etiquette when using email • Email or Skype local water department • Use email to contact other classes in the U.S. or around the globe about water conservation
Assessments	• Create a digital presentation that describes appropriate water conservation methods and share with ePals. • Digital Presentation • Teacher Observation
Interventions / differentiated instruction	• Peer Assistance • Printed Directions • One on one instruction
Inter-disciplinary Connections	• Science • Social Studies
Lesson resources / Activities	• http://www.up2meforkids.com.au/teachers.php?Do=ContentView&pageno=130 • http://www.epals.com/ • Microsoft Excel • Skype • Microsoft PowerPoint • http://www.state.nj.us/education/cccs/standards/8/index.html (CAD Document for 8.1.E)

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<tr><td colspan="2">Strand(s):Technology Operations and Concepts</td></tr>
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<td>Content Statement(s):
The use of technology and digital tools requires knowledge and appropriate use of operations and related applications. The use of digital tools and media-rich resources enhances creativity and the</td>
<td>CPI # / CPI(s):
8.1.4.A.3 Create and present a multimedia presentation that includes graphics.
8.1.4.A.4 Create a simple spreadsheet, enter data, and interpret the information.</td>
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construction of knowledge. Digital tools and environments support the learning process and foster collaboration in solving local or global issues and problems. Effective use of digital tools assists in gathering and managing information. Information accessed through the use of digital tools assists in generating solutions and making decisions.	8.1.4.B.1 Produce a media-rich digital story about a significant local event or issue based on first-person interviews. 8.1.4.C.1 Engage in online discussions with learners in the United States or from other countries to understand their perspectives on a global problem or issue. 8.1.4.D.1 Explain the need for each individual, as a member of the global community, to practice cyber safety, cyber security, and cyber ethics when using existing and emerging technologies. 8.1.4.E.1 Investigate a problem or issue found in the United States and/or another country from multiple perspectives, evaluate findings, and present possible solutions, using digital tools and online resources for all steps. 8.1.4.F.1 Select and apply digital tools to collect, organize, and analyze data that support a scientific finding.

21st Century Themes							
x	Global Awareness		Financial, Economic, Business, and Entrepreneurial Literacy	x	Civic Literacy		Health Literacy

21st Century Skills							
x	Creativity and Innovation	x	Critical Thinking and Problem Solving	x	Communication and Collaboration	x	Information Literacy
	Media Literacy		ICT Literacy	x	Life and Career Skills		

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<tr><td colspan="2">Unit Title: Solar System
Microsoft Word/Excel/PowerPoint</td><td>Unit #: 5</td></tr>
<tr><td colspan="2">Course or Grade Level: Grade 4</td><td>Length of Time: May/June</td></tr>
<tr><td colspan="2">Date Created: 12/9/2012</td><td>BOE Approval Date:</td></tr>
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Pacing	4 Weeks
Essential Questions	How can I create a solar calendar? How can I create a chart with planet pictures using a spreadsheet?
• **Content**	• Microsoft Word • Microsoft Excel • Safe Image Search • Solar System
• **Skills**	• Name the 8 planets in our Solar System • Create a table in Word • Add headings in a table • Add pictures to a table • Create a calendar using a table • Search the Internet for moon phase pictures • Copy pictures from the Internet into calendar
• **Assessments**	• Printed solar calendar • Printed planet chart/table
• **Interventions / differentiated instruction**	• Peer assistance • One on one instruction • Printed directions
• **Inter-disciplinary Connections**	• Science • Language Arts
Lesson resources / Activities	• http://www.safesearchkids.com/safe-image-search.html • Microsoft Word • Microsoft Excel • http://www.planetsforkids.org/

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		8.1.4.A.4 Create a simple spreadsheet, enter data, and interpret the information 8.1.4.A.5 Determine the benefits of a wide range of digital tools by using them to solve problems.

			21st Century Themes					
x	Global Awareness		Financial, Economic, Business, and Entrepreneurial Literacy		Civic Literacy			Health Literacy

			21st Century Skills					
	Creativity and Innovation		Critical Thinking and Problem Solving		Communication and Collaboration	x		Information Literacy
	Media Literacy		ICT Literacy		Life and Career Skills			