

# Technology/Computers

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## 4<sup>th</sup> Grade Curriculum Checklist

### Keyboarding (15+ Days):

- 1<sup>st</sup> or 2<sup>nd</sup> Half of the Year
- 15 Lessons in Preparation for 5<sup>th</sup> Grade/Middle School Keyboarding Skills

### Internet Basics (2-3 Days):

- Minimize/Maximize Buttons
- Close Button
- Multiple Windows Open at Once
- Addresses
- Favorites/Bookmarks
- Searches
- Other...

### Research Work (5+ Days):

- Animals (Science)
- United States Regions Research (Social Studies)
- Heritage Fair (Social Studies)
- African American History Month Paper or PowerPoint (Reading/Language Arts)
- Wisconsin Agriculture Day Presentations (Social Studies/Cross-Curricular)

### Subject/Content Days (5+ Days):

- Mathematics (Games, Fast Facts, etc.)
- Science (Activities From Miss Borofka)
- Social Studies
- Language Arts Day
- Language Arts Day

### Microsoft Word (3-4 Days at least):

- File Button (New, Open, Save, Print Preview, Print, etc.)
- Edit Button (Undo, Cut, Copy, Paste, etc.)
- Insert Button (Word Art, Clip Art, From File, From Internet, etc.)
- Format Button (Font Features and Bullets)
- Format Button (Additional Features), Spelling and Grammar, Thesaurus, etc.

### Microsoft PowerPoint (5-6 Days at least):

- PowerPoint Purposes, Uses, and Examples
- Comparisons to Microsoft Word (How are they alike? How are they different? Other?)
- File Button (Similar to Microsoft Word)
- Edit Button (Similar to Microsoft Word)
- Insert Button (Text Boxes)
- Insert Button (New Slide, Duplicate Slide, Pictures/Graphics, etc.)
- Format Button (Font Features, Alignment, Bullets, etc.)
- Format Button (Slide Design, Slide Layout, Background, etc.)
- Slide Show Button (Animation, Transition, etc.)
- Other...

### Things to Consider—Reminders and Notes:

- 30-45 Days (Planned Lab Times)
- Computer Lab and Computer Cart(s) → Mobile Wireless
- Cross-Curricular Connections
- Typing/Work Days
- Research Days
- Blogs and Bookmark Sites (Time Permitting)
- Other...

