

6th – 8th Grade Technology Benchmarks

Standard 1: Students will demonstrate competence in the use of computers and applications and will understand the concept of technology, its operations and systems	6th	7th	8th
Basic Operations			
Understand and use features of the computer operating system such as the format and size of applications and files, location of local and remote storage, and application versions.	I	D	D
Able to troubleshoot minor software and hardware problems such as frozen screen, and log-in failure.	I	D	M
Can independently operate available peripheral devices.	I	D	M
Identify and use other storage devices such as CDs, DVDs and flash drives as available by the district.	I	I	D
Demonstrate proficient keyboarding skills, typing from 25-30 wpm with fewer than 5 errors. Students with disabilities will demonstrate with alternate input techniques as appropriate.	D	D	M
Basic Word Processing and Desktop Publishing			
Use more advanced features such as tabs, indents, margin sets, bullets, numbers, tables, columns, etc.	I	D	M
Access and use templates.	I	D	M
Recognize the ability to open, save and import in different formats.	I	D	D
Databases			
Describe the function and structure of a database using correct terminology.	I	D	D
Create a simple database.		I	D
Use basic operations such as sorting, filtering or searching for particular criteria.		I	D
Plan and create a database report to present organized information.		I	D
Spreadsheets			
Explain the use of spreadsheets as a medium to calculate, graph, organize and present data in a variety of world settings.	I	D	M
Create an original spreadsheet using formulas.	I	D	M
Create simple charts and graphs using a spreadsheet.	D	D	M
Use various number formats such as currency, percentages, etc.	I	D	M
Distinguish the different types of graphs and charts and demonstrate the ability to choose appropriately for a particular purpose.	I	D	M
Apply more advanced formatting features to tables, charts and graphs.	I	D	M

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Internet			
Use Web browsing features to access information such as URL, Favorites/Bookmarks, Links, Advanced Search, etc.	D	D	M
Distinguish domain names in identifying organizations (edu., com., gov., org., etc.) and understand that sometimes they are created to deceive.	I	D	M
Explain that web sites require the use of plug-ins and that some types of access are dependent on a version of the web browser.		I	D
Begin to demonstrate understanding terms of online learning such as discussion threads, forums, post, account, password, etc.	I	D	D
Explain different network terminology such as WANS, LANS, servers, routers, switches and Internet connectivity.		I	D
Multimedia and Presentation Tools			
Create a multimedia project using various media that is appropriate to the purpose.	I	D	D
Use precise vocabulary, and presentational strategies to influence the audience.	I	D	M
Use presentation software to communicate ideas to specific audiences.	I	D	M
Standard 2: Students will demonstrate responsible use of technology practicing ethical, legal and safe practices.	6th	7th	8th
Ethics			
Discuss ethical issues that relate to privacy, plagiarism, spam, viruses, hacking and file sharing.	I	D	M
Explain how copyright protects intellectual property and discuss the consequences of violating copyright laws.	I	D	M
Explain Fair Use guidelines for using copyright material.	I	D	M
Discuss appropriate and responsible use of communication tools (blogs, email, chats, etc.)	I	D	M
Society			
Identify the positive and negative effects technology has had on society.	D	D	M
Discuss how technology can support communication, personal or professional productivity, and lifelong learning.	D	D	M
Analyze how media and technology can used to distort, exaggerate or misrepresent information.	I	D	M
Provide examples of hardware and software that assist those with disabilities to learn.		I	D
Safety			
Distinguish between safe and unsafe practices in regards to sharing personal information	I	D	M

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over the Internet, cell phones, wireless devices, LAN systems, etc.			
Discuss reasons for computers, networks, and information to be protected from viruses, intrusions and vandalism.	I	D	D
Practice Netiquette procedures with on-line communication.	I	D	M
Identify cyber bullying and know prevention and strategy measures.	I	D	M
Recognize and practice ergonomically use of equipment	I	D	M
Standard 3: Students will demonstrate the ability to apply technology to support research, communication, collaboration, problem solving, decision making, creativity and innovation.	6th	7th	8th
Research			
Locate, collect and organize information from digital media resources, citing sources.	I	D	D
Practice evaluating online resources for usefulness, credibility, and currency.	I	D	D
Use note-taking techniques to gather information organized by topics and details.	I	D	D
Use content-specific tools such as probes, sensors, measuring devices and simulations to gather and analyze data.	I	D	D
Use digital tools such as blogs, emails, and/or wikis with the approval of the district to communicate or collaborate to gather or share information with others	I	D	D
Demonstrate effective searching strategies when searching and browsing on the Internet.			
Problem Solving			
Independently use digital tools such as graphic organizers to define problems and propose hypotheses.	I	D	D
Use digital tools such as spreadsheets and/or databases to analyze data and propose solutions.	I	D	D
Communication and Collaboration			
Plan, design, and develop a multimedia product to present research findings suggesting ideas, solutions, or point of view.	I	I	D
Use a variety of telecommunication tools to communicate and collaborate with peers, experts, and other audiences.	I	D	D