First Nine Weeks		
Week(s)	Topics & Objectives	Standards
1	Orientation, Ethics, and Keyboarding Continuation (ongoing)	1. Identify school policies, program policies, and safety procedures related to Information and Communication Technology II (ICT II). DOK1, CS3, CS5, CS14 a. Preview school handbook, the technology acceptable use policy, and other safety procedures for building level. b. Preview course outline and its relevance in today's workforce. c. Recognize appropriate safety measures in relation to technology in the computer lab and internet usage. d. Provide an overview of career pathways and careers related to each pathway.
2	Orientation, Ethics, and Keyboarding Continuation (ongoing)	2. Identify ethical issues related to technology and the workplace. DOK1, CS1, CS3, CS8, CS14, CS16 a. Discuss ethics related to computer usage. b. Discuss ethics related to educational applications. c. Discuss ethics related to the workplace. 3. Perform keyboarding applications. DOK2, CS9, CS10, CS11, CS13, CS15 a. Demonstrate proper keyboarding techniques (ongoing). b. Demonstrate speed and accuracy with the touch keyboard (ongoing).
3	Orientation, Ethics, and Keyboarding Continuation (ongoing)	4. Discover career opportunities within the Law, Public Safety, Corrections, & Security career cluster. DOK1, CS1, CS3, CS8, CS14, CS16 a. Research career opportunities for employment in law, public safety, corrections, and security by exploring the Law, Public Safety, Corrections, & Security career cluster. b. Examine the requirements, skills, wages, education, and employment opportunities in at least one career pathway from the Law, Public Safety, Corrections, & Security career cluster. c. Link technology skills and knowledge of ethics with employment opportunities in the Law, Public Safety, Corrections, & Security career cluster.
4	Lab Management and Networking	1. Discover career opportunities within the Information Technology career cluster. DOK1, CS1, CS9, CS11, CS13 a. Research career opportunities for employment in lab management and networking by exploring the Information Technology career cluster.

		b. Examine the requirements, skills, wages, education and employment opportunities in at least one career pathway from the Information and Technology career cluster. c. Link lab management and networking skills with employment opportunities in the Information Technology career cluster.
5	Lab Management and Networking	2. Explain basic network components. DOK2, CS6, CS7, CS8, CS9, CS10, CS11, CS13 a. Discuss the terminology and components of a successful network. b. List advantages of using a network. c. Differentiate among different types of networks. d. Describe the various network communications.
6	Lab Management and Networking	3. Demonstrate network design and management. DOK3, CS6, CS7, CS8, CS9, CS10, CS11, CS13 a. Recognize different ways to set up a network using multiple topologies. b. Differentiate between network designs. c. Recreate your classroom lab network design. d. Design a computer lab. e. Troubleshoot common problems in a networked computer lab.
7	Financial Literacy	1. Discover career opportunities within the Information Technology career cluster. DOK1, CS1, CS9, CS11, CS13 d. Research career opportunities for employment in lab management and networking by exploring the Information Technology career cluster. e. Examine the requirements, skills, wages, education and employment opportunities in at least one career pathway from the Information and Technology career cluster. f. Link lab management and networking skills with employment opportunities in the Information Technology career cluster.
8	Financial Literacy	2. Explain basic network components. DOK2, CS6, CS7, CS8, CS9, CS10, CS11, CS13 d. Discuss the terminology and components of a successful network. e. List advantages of using a network. f. Differentiate among different types of networks. d. Describe the various network communications.
9	Financial Literacy	3. Demonstrate network design and management. DOK3, CS6, CS7, CS8, CS9, CS10, CS11, CS13 d. Recognize different ways to set up a network using multiple topologies. e. Differentiate between network designs. f. Recreate your classroom lab network design. d. Design a computer lab. e. Troubleshoot common problems in a networked computer lab.

Second Nine Weeks		
Week(s)	Topics & Objectives	Standards
10	Spreadsheet Applications	1. Investigate spreadsheet applications in the context of the Human Services career cluster. DOK1, CS1, CS2, CS3, CS9, CS14 a. Research opportunities for employment in Human Services career cluster. b. Link careers in the Human Services career cluster to spreadsheet application skills. c. Apply skills and knowledge of human services and spreadsheet applications to a real-world scenario associated with the Human Services career cluster.
11	Spreadsheet Applications	2. Discover the purposes of spreadsheet applications. DOK1, CS1, CS2, CS3, CS9, CS14, CS15 a. Define basic terminology relating to a spreadsheet program. b. Identify parts of the spreadsheet window.
12	Spreadsheet Applications	3. Perform spreadsheet applications in the context of the Human Services career cluster. DOK2, CS1, CS2, CS3, CS9, CS11, CS14, CS15 a. Demonstrate the use of basic spreadsheet format and edit commands. b. Demonstrate the use of basic spreadsheet formulas. c. Demonstrate the use of basic spreadsheet functions. d. Demonstrate other basic spreadsheet commands including sorting and filtering.
13	Spreadsheet Applications	3. Perform spreadsheet applications in the context of the Human Services career cluster. DOK2, CS1, CS2, CS3, CS9, CS11, CS14, CS15 e. Demonstrate the use of basic spreadsheet format and edit commands. f. Demonstrate the use of basic spreadsheet formulas. g. Demonstrate the use of basic spreadsheet functions. h. Demonstrate other basic spreadsheet commands including sorting and filtering.
14	Spreadsheet Applications	3. Develop and interpret spreadsheet tables, charts, and figures to support written and oral Communication. DOK3, CS1, CS2, CS3, CS6, CS9, CS11, CS14, CS15 a. Create spreadsheet tables, charts, and figures to support written

		and oral communication. b. Interpret spreadsheet tables, charts, and figures used to support written and oral communication.
15	Database Applications	1. Discover career opportunities within the Science, Technology, Engineering and Mathematics; Transportation, Distribution and Logistics; and Architecture and Construction career clusters. DOK1, CS1, CS2, CS3, CS4, CS5, CS8, CS9, CS11, CS14, CS15 a. Research career opportunities for employment in design in the Science, Technology, Engineering and Mathematics; Transportation, Distribution and Logistics; and Architecture and Construction career clusters. b. Link design application skills with employment opportunities in the Science, Technology, Engineering and Mathematics; Transportation, Distribution and Logistics; and Architecture and Construction career clusters. c. Apply skills and knowledge in these areas and design applications to a real-world scenario associated with these career clusters.
16	Database Applications	2. Discover the purposes of design applications. DOK1, CS1, CS2, CS3, CS8, CS9, CS14, CS15 a. Identify terminology used with advanced design applications. b. Identify the basic components of an advanced design application screen.
17	Database Applications	3. Perform design applications. DOK2, CS1, CS2, CS3, CS8, CS9, CS11, CS14, CS15 a. Demonstrate the use of basic computer-aided design application software. b. Create a simple model using basic styling and simple colors.
18	Database Applications	4. Create advanced design applications. DOK4, CS1, CS2, CS3, CS8, CS9, CS11, CS14, CS15 a. Make complex choices when using a computer-aided design application. b. Incorporate advanced computer-aided design applications to create a comprehensive project.