Fourth Grade Technology Class

Unit:	**Keyboarding**
Big Ideas:	**Learning the location of keys on the keyboard/ homerow hand placement/ typing posture**
Unit Essential Questions:	**How can I learn to use the keyboard to touch type efficiently? How can learning to type without looking for the keys help me go faster?**

Concept & Pacing	New Emphasis (Pa Core Standard)	Key Vocabulary	Essential Questions	Mini-Lessons/Activities	Instructional Materials	Assessments
3 full classes and then each class period at least 15 minutes before other instruction	CC.1.4.5U With some guidance and support, use technology, including the Internet, to produce and publish writing as well as to interact and collaborate with others; demonstrate sufficient command of keyboarding skills to type a minimum of two pages in a single sitting.	*Homerow *Technique *Posture	*What is the significance of technology and keyboarding for your future? *Why are the keyboard keys in that order? *What is the proper keyboarding posture? *How do you arrange the workstation to make typing easier?	*Keyboard layout youtube video (link on my site) *Keyboard posture PPT (in my files) *Typing club *Typing activities on my website *Spelling words (as we learn more of the keyboard)	*Link to video on keyboard layout (2 min. video) *Typing posture PPT *Typing club accounts *Spelling lists for fourth grade	*Teacher observation of finger placement

Unit:	**Review of Google Docs**
Big Ideas:	**Demonstrating the basics of Google Docs, including formatting text, alignment, adding images and shapes, spell check, version history, file sharing, voice typing, page orientation, and margins. Using cut/copy and paste in Google Docs. Organizing the Google Drive.**
Unit Essential Questions:	**How can I use Google Docs to create and format text? How can you check and fix your spelling/grammar in Google Docs? How can I use cut/copy and paste to move information/images from one place to another in a doc? How can I use my voice to type? How can I organize my Google Drive using folders? What are margins and page orientation and how can I change them?**

Concept & Pacing	New Emphasis (Pa Core Standard)	Key Vocabulary	Essential Questions	Mini-Lessons/Activities	Instructional Materials	Assessments
3-4 classes for review activities	15.3.5 M: Apply proper etiquette while using technology. 15.4.5.G: Create a digital project using appropriate software/application for an intended task	*Google Docs *Font *Format *Bold, Italics, Underline, Highlight *Alignment *Google Drive *Margins *Page orientation	*How can you use Google Docs to format text? *What is spell check and how do you use it? *How do I insert a shape and an image? *How do you cut/copy paste using keyboard shortcuts? *How do you create folders and move files in Google Drive? *How do you align text on a page? *How do you change page orientation and margins?	*Cut, copy, paste review files on my website *Do you remember doc review file	*Cut, copy, paste review files on my website *Do you remember docs review	*Review tasks *Do you remember docs review file

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Unit:	**Google Drawings**
Big Idea:	**Opening a new Google Drawing. Insert shapes and lines to create a graphic organizer. Restoring windows to see more than one window at a time.**
Unit Essential Questions:	**What is a graphic organizer and how can I use it for information? How should I format a graphic organizer? How can I restore a window to see multiple pages at once?**

Concept & Pacing	New Emphasis (Pa Core Standard)	Key Vocabulary	Essential Questions	Mini-Lessons/Activities	Instructional Materials	Assessments
3-4 classes	15.3.5 M: Apply proper etiquette while using technology. 15.4.5.G: Create a digital project using appropriate software/application for an intended task 15.4.2.L: With help and support, use web browser to locate content specific websites.	*Google drawings *Graphic organizer	*How can I create a new Google Drawing? *How can I use shapes and lines? *Review of formatting and aligning text	*Google drawings *Creating shapes and using Copy and paste *Drawing lines *Formatting text *Researching facts	*Google drawings *Career website link	*Google drawing career project

Unit:	**Creating a numbered or bulleted list/ alignment**
Big Idea:	**Creating and formatting a list in Google Docs. Aligning text/ Use the drawing tools to create a super digital citizen**
Unit Essential Questions:	**What is a list? How do you create lists, using both numbers and bullets? How do I center or left align text?/ REVIEW: How do you create using the drawing tools.**

Concept & Pacing	New Emphasis (Pa Core Standard)	Key Vocabulary	Essential Questions	Mini-Lessons/Activities	Instructional Materials	Assessments
4-5 classes	15.3.5 M: Apply proper etiquette while using technology. 15.4.5.G: Create a digital project using appropriate software/application for an intended task 15.3.5.T: Explain the importance of digital citizenship 15.4.5.b: Identify and demonstrate understanding of ethical, safe, and social online behavior and potential consequences of unethical, unsafe, and inappropriate behavior. *15.6.5.M: Discuss potential consequences of disclosing personal information	*Numbered List *Bulleted List *Alignment *Digital citizen *Safety online	*How do you create a list using the numbering and bullets feature? *How do you customize a list with bullets? *How do you use the increase and decrease indent button? *How do I align text in a document? *What does it mean to be safe, be responsible, and be respectful online?	*List Lesson *Aligning text in a document *Super digital citizen lesson *Nearpod interactive digital citizen lesson	*List project (Internet Safety) *Super digital citizen lesson *Nearpod interactive digital citizen lesson	*Super digital citizen project

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Unit:	**Introduction to Google Slides**
Big Idea:	**Creating a simple presentation.**
Unit Essential Questions:	**What is Google Slides and what is it used for? How can I create a simple slideshow with design and transitions? How should I set-up a presentation for the best visual presentation?**

Concept & Pacing	New Emphasis (Pa Core Standard)	Key Vocabulary	Essential Questions	Mini-Lessons/Activities	Instructional Materials	Assessments
5-6 classes	15.3.5 M: Apply proper etiquette while using technology. 15.4.5.G: Create a digital project using appropriate software/application for an intended task 15.4.2.L: With help and support, use web browser to locate content specific websites.	*Google slides *Slide *Textbox *Bullets *Slide design *Slide layout *Alignment *Transition *Animation *Visual literacy	*What is Google slides used for? *How do I create a simple presentation? *How do I: -change the theme, font and color scheme -add slides -use text boxes -add bullets -add transitions -add pictures (picture quality and sizing) -Add animation	*What NOT TO DO in a slideshow *Google slides demonstration with students (design, new slides, bullets, etc) *create/demonstrate a short project together to explore (ex. Summer (2 slides: Activities in summer and Food)	*Google slides * Project	*Slides project

Unit:	**Friend or Fake online**
Big Idea:	**Understanding that not everyone is who they say they are online.**
Unit Essential Questions:	**How can I know who to trust and who is a friend online?**

Concept & Pacing	New Emphasis (Pa Core Standard)	Key Vocabulary	Essential Questions	Mini-Lessons/Activities	Instructional Materials	Assessments
1 class	15.3.5 M: Apply proper etiquette while using technology. 15.3.5.T: Explain the importance of digital citizenship 15.4.5.b: Identify and demonstrate understanding of ethical, safe, and social online behavior and potential consequences of unethical, unsafe, and inappropriate behavior. *15.6.5.M: Discuss potential consequences of disclosing personal information	*Internet safety	*How can I stay safe when I am online? *What types of dangers are online? *How can I tell who is a friend online? *What should I do when someone is mean online? *What to do when something makes you feel uncomfortable online?	*Friend or fake lesson	*Friend or Fake Lesson	*Teacher observation during lesson

Unit:	**Coding**

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Big Idea:	**Identify and fix errors in a computer program to ensure it runs as intended. Create programs that include loops. Demonstrate block coding.**
Unit Essential Questions:	**What is computer coding and how does it apply to computers, games, apps, and technology? How do you code using blocks?**

Concept & Pacing	New Emphasis (Pa Core Standard)	Key Vocabulary	Essential Questions	Mini-Lessons/Activities	Instructional Materials	Assessments
2-3 classes	15.3.5 M: Apply proper etiquette while using technology. 1B-AP-15: Test and debug a program to ensure it runs as intended 1B-AP-10: Create programs that include sequences, events and loops 1B-AP-11: Break down problems into smaller, manageable subproblems to facilitate the program development process.	*Coding *Algorithm *Debug *Block coding *Loops	*How do you code using block coding? *What is an algorithm? *How can you test a program to see if it runs correctly? *What is a loop?	*Coding video on code.org	*Demo of lessons assigned in code.org accounts *Code.org *Other code programs	