



TECHNOLOGY SKILLS SCOPE & SEQUENCE

GRADES 3-5



Fresno Unified School District

Grades 3-5 Technology Scope and Sequence

CCSS Standards Alignment and Skill Progression

Grade levels are not specified for the standards, as they are indicated in the grade level columns.

English language arts anchor standards	Mathematics standards
R - Reading Standards for Informational Text W - Writing SL - Speaking and Listening L - Language	MD – Measurement and Data G - Geometry EE - Expressions and Equations A - Algebra F - Functions SP - Statistics and Probability MP - Standards for Mathematical Practice

Feedback

[Submit feedback or
get help](#)



Mathematics standards are focused mainly in grades 6-12 as there are no technology requirements in grades K-5. Standards for Mathematical Practice (MP) are also referenced as they encompass use of appropriate technology tools across various standards.

The Scope and Sequence identifies at which grade levels the skills need to be Introduced (I), Developed (D) and Proficient (P).

ISTE Student Standards Alignment

The student technology skills are grouped within the [ISTE Student Standards](#) categories defined below.

1. Empowered Learner (Foundational skills such as computer input devices, word processing, and troubleshooting)
2. Digital Citizen (Acceptable use, copyright and plagiarism)
3. Knowledge Constructor (Internet research skills including search strategies, source evaluation, and content organization)
4. Innovative Designer (Multimedia and Presentation design skills)
5. Computational Thinker (Spreadsheets, data sets, charts, and algorithmic thinking)
6. Creative Communicator (Digital communication skills)
7. Global Collaborator (Digital collaboration skills both within and beyond borders)

Grades 3-5 Technology Scope and Sequence

How to use the Technology Scope and Sequence within Lesson Planning

1. Begin with the Standards and Objectives of your lesson.
2. Plan your Student Tasks aligned to the Standards and Objectives.
3. Consider integrating Technology Skills and resources into the student tasks where appropriate.
4. The Supporting Resources can be used to support either your learning/planning or the student's learning.

Note: The technology skills can be integrated at anytime during a lesson or unit.



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Empowered Learner (Grades 3-5)

Students leverage technology to take an active role in choosing, achieving and demonstrating competency in their learning goals, informed by the learning sciences.

Alignment to CCSS	Skills	Supporting Resources	3	4	5
W.6, SL.2, R.7	Use peripheral hardware effectively, such as: document cameras, web cameras, microphones, headphones, microscopes, pedometers, interactive panels, calculators, etc.	Interactive Panels Document Cameras	P		
W.6, L.1	Use correct hand-finger, home row, and pairing of fingers. • Use proper posture and ergonomics • Locate and use correct finger, hand for space bar, return/enter, and shift key • Gain proficiency and speed in key striking and touch typing	Typing Club Introduction Typing Club Website	P		
SL.5, SL.6	Ask for help and/or search for solutions to common technology-related problems. (Example: disconnected cables, caps lock, microphone, etc.)	Troubleshooting Tips Troubleshooting Basic Problems	D	P	
W.6, SL.5	Locate, identify, and use Tab Key	Typing Club Introduction Typing Club Website	D	P	
W.6, SL.2	Identify and assess the capabilities and limitations of emerging technologies				I
W.6, SL.5	Establish and maintain a file structure for saving information on a computer, online or on external devices	File Management OneDrive External Drives			I
W.6	Use menu/tool bar functions to open, format, edit, save, and print a document.	The Menu Bar	P		
W.6	Highlight text, copy, and paste text	The Menu Bar	P		
W.6, R.4	Select text and change font type, color, and size.	Formatting Text	P		
W.6	Use the touchpad to right-click for contextual menus		P		
W.6, SL.5	Insert media (pictures, web links, hyperlinks, etc.) into documents	Document Hyperlinks	D	P	
W.6, SL.5	Apply appropriate design and layout in common applications.		D	P	
W.6, SL.5	Add slides, pages, and tabs in common applications.	Slide Basics	D	P	
W.6, SL.5	Use cut, copy, and paste using menus.	The Menu Bar	D	P	
W.4, W.6	Proofread and edit writing using appropriate resources (e.g., dictionary, spell checker, grammar, thesaurus, A.I.).	Checking Spelling and Grammar	D	P	

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W.4, W.6	Justify margins: right, left, center.	Page Layout	I	D	P
W.6, SL.5	Use toolbars in common applications.	The Office Ribbon	I	D	P
W.4, W.5, W.6, SL.5	Use common applications to create tables, outlines.	Create Tables		I	D
W.6, W.8, SL.5	Insert a hyperlink on text or images.	Hyperlinks		I	D
W.6, SL.5	Use common keyboard shortcuts. (Example: CTRL+C, CTRL+V, CTRL+P, etc.)	What are Keyboard Shortcuts Keyboard Shortcuts in Windows			I
R.7, R.8, R.10	Use basic web-navigation skills. (Example: open browser, use favorites, use back button, click links, etc.)	Using a Web Browser	D	P	
W.6, W.7, W.8	Select an appropriate online application for a given task.		D	P	
SL.1, W.7, W.8	Comment, link, and post information online. (Example: blog, discussion forum, insert comment, etc.)	How to Participate in a Teams Channel Discussion	I	I	D
W.6, W.7, SL.5, SL.6	Design, upload and share multimedia projects.	PowerPoint Basics OneDrive		I	I
W.6, W.8, SL.5, SL.6	Identify and use proper file formats (Example: docx, pdf, jpeg, xlsx, etc.)	Understanding File Extensions		I	D
SL.1, .W6, W.7, W.8	Understand artificial intelligence, including the data it sources and where it lives within digital learning tools.	The AI Revolution: What Exactly is AI? Introduction to AI AI in Word AI in PowerPoint		I	D
W.6, W.8, W.9	Understand Generative AI and how to use it appropriately; ethical considerations (co-pilot vs. auto-pilot; citing AI)	AI Lessons What is Generative AI Understanding AI Bias		I	D
SL.1, W.6, W.7	Connect a laptop to other devices through Bluetooth and other wireless networks (e.g., wireless audio, wireless display)	Connect Bluetooth Devices Connect to a Wireless Display		I	D
W.6, W.10	Demonstrate automaticity in keyboarding skills by increasing accuracy and speed. (For students with disabilities, demonstrate alternate input techniques as appropriate.)	Typing.com Website Typing Club Website			I

Key: I = Introducing | D = Developing | P = Proficient

Grades 3-5 Technology Scope and Sequence

Digital Citizen (Grades 3-5)

Students recognize the rights, responsibilities and opportunities of living, learning and working in an interconnected digital world, and they act and model digital citizenship in ways that are safe, legal and ethical.

Alignment to CCSS	Skills	Supporting Resources	3	4	5
SL.1, SL.3, SL.6	Show respect for opinions and work of others posted electronically	Digital Media Literacy	P	P	P
W.6, SL.2, SL.5	Demonstrate and define digital citizenship	Digital Citizenship	D	P	P
W.6, W.8, SL.2, SL.3	Identify and report cyberbullying.	Cyberbullying	D	P	P
W.6, W.8, SL.2, SL.3	Recognize and describe the potential risks and dangers associated with various forms of online communications	Privacy and Security Relationships and Communication	P	P	P
W.7, W.8, W.9	Explain Fair Use Guidelines for the use of copyrighted materials, (e.g. text, images, music, video in student projects) and giving credit to media creators	Digital Media Literacy	P	P	P
W.6, W.8	Identify and explain the strategies for the safe and efficient use of computers (e.g. passwords, virus protection software, spam filters, popup blockers)	Creating Strong Passwords Avoiding Malware Run Antivirus Software	P	P	P
W.6, W.8, SL.2, SL.3	Discuss and recognize danger in sharing private or inappropriate information online and understand the indelible nature of digital information	Privacy and Security Relationships and Communication Digital Footprint	I	D	D
W.6, SL.3, SL.6	Meet expectations for district email	FUSD Acceptable Use Policy	I	D	D
W.6, SL.3, SL.6	Demonstrate safe email practices, recognition of the potentially public exposure of email and appropriate email etiquette	Avoiding SPAM and Phishing	I	D	P
W.7, W.8, W.9	Clearly explain the rules about using someone else's work, keep track of where I find information online, and give credit to the people who create things, including stuff shared with Creative Commons	Digital Media Literacy		I	D
W.7, W.8, W.9	Explain copyrights, document and cite online resources, authors and content creators including Creative Commons	Digital Media Literacy		I	D
W.7, W.8	Gather and cite sources using digital bibliography tools	MyBib		I	D
W.6, W.8	Create and store strong individual passwords. (Example: Strong password checker found at www.howsecureismypassword.net)	Creating Strong Passwords		I	D

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W.6, W.8, SL.2, SL.5	Comply with the district's Acceptable Use Policy related to ethical use, cyberbullying, privacy, plagiarism, spam, viruses, hacking, and file sharing	FUSD Acceptable Use Policy			I
W.8, SL.2, SL.3	Explain the potential risks associated with the use of networked digital environments (e.g., internet, mobile phones, wireless, LANs) and sharing personal information	Internet Safety Browser Security Features Understanding Browser Tracking			I
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Knowledge Constructor (Grades 3-5)

Students critically curate a variety of resources using digital tools to construct knowledge, produce creative artifacts and make meaningful learning experiences for themselves and others.

Alignment to CCSS	Skills	Supporting Resources	3	4	5
W.7, W.8, W.9	Evaluate teacher-selected or self-selected Internet resources in terms of their usefulness for research	Search Coach / Search Progress	P	P	P
W.7, W.8, W.6	Use digital templates, graphic organizers, and/or storyboards to record questions and analyze information.	Microsoft Whiteboard Canva Templates	D	P	P
W.7, W.8, W.9	Use digital tools to gather, analyze, graph, and/or report results of investigation.	Microsoft Excel Tutorials Microsoft OneNote Tips and Tricks	D	P	P
R.7, SL.2, SL.3	Access, analyze, and evaluate electronic content-related audio and/or video to make Informed decisions.		D	P	P
R.6, R.7	Identify and analyze the purpose of a media message (to inform, persuade, and entertain)	News and Media Literacy	D	P	P
W.7, W.8, W.9, SL.5	Use content-specific technology tools (e.g., environmental probes, sensors, measuring devices, and simulations) to gather and analyze data		I	D	P
W.6, W.7, W.8	Use online tools to gather and share information (e.g., online discussions, blogs, video, etc.)	Class Teams Posts	I	D	P
R.7, R.9, W.7, W.8, SL.2, SL.4	Explore and use content-related websites to build background knowledge, investigate topics, and plan projects.	Search Coach / Search Progress	I	D	D
W.7, W.8, SL.2, SL.5	Use digital search tools to locate and retrieve information. (Example: search engine, database, content library, etc.)	Search Coach / Search Progress Pebble Go	I	D	D
W.7, W.8, W.9	Gather and organize online references for a project. (Example: personal bookmarks, stored shortcuts or hyperlinks, etc.)	Favorites in Microsoft Edge		I	D
W.7, W.8	Use effective search strategies for locating and retrieving electronic information (e.g., using syntax and Boolean logic operators).	Search Coach / Search Progress			I
W.7, W.8, W.9, SL.5	Use age-appropriate digital resources to locate, collect, and organize content for specific purposes.	FUSD GALE Database			I
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Innovative Designer (Grades 3-5)

Students use a variety of technologies within a design process to identify and solve problems by creating new, useful or imaginative solutions.

Alignment to CCSS	Skills	Supporting Resources	3	4	5
W.6	Add, edit and format text on a slide	Text basics in PowerPoint Add and Style Text in Canva	P	P	P
W.6, W.7, W.8, SL.5	Create a series of slides and organize them to present research or convey an idea	Slide basics in PowerPoint	D	D	P
SL.5, W.6	Copy and paste or import graphics; change their size and position on a slide	Insert pictures into PowerPoint	D	D	P
SL.5, W.6	Use graphic design tools/ applications to create and edit work	Getting started with Canva	D	D	P
SL.4, SL.5, W.6, W.8	Create presentations for a variety of audiences and purposes with use of appropriate transitions and animations to add interest	Using transitions in PowerPoint Presenting with Canva	D	D	P
W.5, L.1, L.2	Use a variety of review tools (e.g., spelling, thesaurus, grammar checker, calculator/graphing calculator) to maximize the accuracy and impact of work.	Checking spelling and grammar in PowerPoint	I	D	P
W.6, SL.5	Produce images/graphics with AI to express ideas or use in projects	Text to Image in Canva	I	D	P
W.6, SL.5	Use AI tools to enhance and expedite the look and feel of design projects	Using AI in Canva Generate AI Images with Padlet	I	D	P
SL.5, R.7	Make strategic use of digital media to enhance understanding			I	D
SL.5, W.7, W.8	Select appropriate programs for a multimedia product. (Example: presentation, graphic design, video)	Getting started with Canva PowerPoint Tutorials Clipchamp		I	D
SL.5, W.6, W.8	Incorporate hyperlinks, multimedia, and apply transitions/animations in presentation software.	Insert videos into PowerPoint Using transitions in PowerPoint		I	D
R.7, SL.2, W.8	Use note-taking skills while viewing online videos and using the play, pause, rewind and stop buttons.	Using the Class Notebook			I
SL.4, W.4	Use presentation software for presenting to an audience: create presentation notes, adjust timing.	Rehearsing and Recording your Presentation			I
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Computational Thinker (Grades 3-5)

Students develop and employ strategies for understanding and solving problems in ways that leverage the power of technological methods to develop and test solutions.

Alignment to CCSS	Skills	Supporting Resources	3	4	5
MP.7	Explore and describe patterns from data in spreadsheets or tables	Microsoft Excel Tutorials	P	P	P
MP.5	Collect and analyze data in a spreadsheet or table	Basic Tips for Working with Data in Excel	D	D	D
MP.2, MP.4, MP.5	Identify and explain terms and concepts related to spreadsheets (i.e. cell, column, row, values, formula, chart graph)	Microsoft Excel Tutorials Charts	I	D	P
MP.2, MP.4, MP.5	Enter/edit data in spreadsheets and perform calculations using formulas	Working with Cells and Sheets Formulas and Functions	I	D	P
MP.2, MP.6, MP.7	Use mathematical symbols e.g. + add, - minus, *multiply, /divide, ^ exponents	Formulas and Functions	I	D	P
MP.4, MP.5, MP.6	Use spreadsheets and other applications to make predictions, solve problems and draw conclusions.	Microsoft Excel Tutorials	I	D	P
MP.5	Use digital tools to gather, analyze, graph and/or report results of Investigation	Microsoft Forms Microsoft Excel Tutorials	I	D	D
MP.4, MP.6, MP.7	Use interactive resources. (Example: digital/online virtual field trips, math manipulatives, electronic maps and other simulations and models, etc.)	PhET Simulations	I	D	D
MP.4, MP.5, MP.6, MP.7	Create online surveys/polls to collect data and analyze summary results	Microsoft Forms		I	D
MP.4, MP.5, MP.6, MP.7	Find, use, and compare online data, and/or digital models/simulations to collect evidence and forecast trends	Our World in Data		I	D
F, MP.5, RI.7	Use spreadsheets to calculate, graph, organize, and present data in a variety of real-world settings and choose the most appropriate type to represent given data	Microsoft Excel Tutorials			I
MP.5, MP.6, MP.7, MP.8	Select the proper technology tools to input, select, analyze and interpret data	Microsoft Excel Tutorials			I
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Creative Communicator (Grades 3-5)

Students communicate clearly and express themselves creatively for a variety of purposes using the platforms, tools, styles, formats and digital media appropriate to their goals.

Alignment to CCSS	Skills	Supporting Resources	3	4	5
SL.2, SL.4, SL.5., SL.6	Create digital audio recordings using technology	Windows Sound Recorder Audio Recorder in Wonders	P	P	P
SL.5, SL.6, MP.5	Modify teacher-created slides using presentation software	PowerPoint Tutorials	P	P	P
SL.5, SL.6	Use a variety of age-appropriate technologies (e.g. drawing program, presentation software) to communicate and exchange ideas	Getting started with Canva PowerPoint Tutorials	P	P	P
SL.1, SL.2, SL.6	Use district approved cloud/online tools for communication	Email Basics Outlook Email	D	P	P
SL.2, SL.4, SL.5, SL.6	Use a variety of media to present information for specific purposes (e.g., reports, research papers, presentations, newsletters, Web sites, podcasts, blogs), citing sources.	Getting started with Canva PowerPoint Tutorials MyBib	D	P	P
SL.2, SL.4, SL.5	Use teacher developed guidelines to evaluate multimedia presentations for organization, content, design, presentation and appropriateness of citations	Oral Presentation Rubrics Slide Design Rubric	I	D	P
W.6, W.8, SL.5, R.7	Create projects that use text and various forms of graphics, audio, and video, (with proper citations) to communicate ideas	Getting started with Canva PowerPoint Tutorials	I	D	P
SL.1, SL.2, SL.6	Videoconference to communicate and learn with other classrooms	Microsoft Teams Meetings	I	I	I
SL.1, SL.5, SL.6	Collaborate and communicate virtually using shared documents and online discussions.	Class Teams Posts OneDrive		I	I
W.6, W.8, SL.5	Create original multimedia products to present solutions and ideas. Include text, images, sound, audio and/or video. (Example: infographics, documentary film, music video, etc.)	Infogram Clipchamp Video Editor		I	D
SL.4, SL.5, SL.6	Students publish or present content that customizes the message and medium for their intended audiences.	Getting started with Canva PowerPoint Tutorials		I	D
SL.1, SL.5, SL.6	Use online discussion forums to express ideas. (Example: backchannel apps)	Class Teams Posts			I
SL.1, SL.5, SL.6	Use a variety of district approved cloud/online tools (e.g., e- mail, chat, discussion forums, etc.) to communicate with peers, experts, and other audiences using appropriate academic language.	Email Basics Outlook Email			I

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W.6, W.8, SL.2, SL.5	Use teacher developed guidelines to evaluate multimedia presentations for organization, content, design, presentation and appropriateness of citations.	Oral Presentation Rubrics			I
W.6	Use email to send messages and attachments	Email Basics Outlook Email			I
W.6, SL.5	Use graphic design tools to create products for social media communication.	Getting started with Canva			I
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Global Collaborator (Grades 3-5)

Students use digital tools to broaden their perspectives and enrich their learning by collaborating with others and working effectively in teams locally and globally.

Alignment to CCSS	Skills	Additional Resources	3	4	5
SL.1, SL.2, R.7	Participate in virtual field trips to broaden my global knowledge.	Microsoft Teams Meetings Find Virtual Fieldtrips NASA Fieldtrips	P	P	P
SL.5	Use digital drawing tools and presentation software collaboratively to express ideas	Microsoft Whiteboard PowerPoint Tutorials	P	P	P
W.6, SL.1, SL.2, SL.5	Work collaboratively online with other students under teacher supervision	Class Teams Posts OneDrive	D	P	P
W.6, SL.1, SL.2, SL.5	Use district approved cloud/online tools for collaboration (discussions forums, shared files, etc.)	Class Teams Posts OneDrive	D	D	P
SL.1, SL.4, SL.5	Videoconference to communicate and learn with other classrooms.	Microsoft Teams Meetings	I	D	P
SL.2, SL.5	Use digital communication tools to broaden my global knowledge.	Microsoft Teams Meetings Microsoft Outlook Email	I	D	P
R.7	Use digital maps to broaden my global knowledge.	Google Earth Google Maps	I	I	D
W.6, SL.5, SL.6	Participate in online projects by uploading content, photo, audio, or video.	Class Teams Posts OneDrive		I	D
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