

Texas Essential Knowledge and Skills for Technology Applications (Grades K-2)

Foundations	Information Aquisition	Solving Problems	Communication
<p>Demonstrates knowledge and appropriate use of hardware components, software programs, and their connections.</p> <p>1A Use technology terminology appropriate to the task</p> <p>1B Start and exit programs as well as create, name, and save files</p> <p>1C Use networking terminology such as on-line, network, or password and access remote equipment on a network such as a printer</p> <p>Uses data input skills appropriate to the task.</p> <p>2A Use a variety of input devices such as mouse, keyboard, disk drive, modem, voice/sound recorder, scanner, digital video, CD-ROM, or touch screen</p> <p>2B Use proper keyboarding techniques such as correct hand and body positions and smooth and rhythmic keystroke patterns as grade-level appropriate</p> <p>2C Demonstrate touch keyboarding techniques for operating the alphabetic, numeric, punctuation, and symbol keys as grade-level appropriate</p> <p>2D Produce documents at the keyboard, proofread, and correct errors</p> <p>2E Use language skills including capitalization, punctuation, spelling, word division, and use of numbers and symbols as grade-level appropriate</p> <p>Complies with laws and examines issues regarding use of technology in society.</p> <p>3A Follow acceptable use policies when using computers</p> <p>3B Model respect of intellectual property by not illegally copying software or another individual's electronic work</p>	<p>Uses a variety of strategies to acquire information from electronic resources, with appropriate supervision.</p> <p>4A Apply keyword searches to acquire information</p> <p>4B Select appropriate strategies to navigate and access information for research and resource sharing</p> <p>Acquires electronic information in variety of formats, with appropriate supervision.</p> <p>5A Acquire information including text, audio, video, and graphics</p> <p>5B Use on-line help</p> <p>Evaluates acquired electronic information.</p> <p>6A Determine the success of strategies used to acquire electronic information</p> <p>6B Determine usefulness and appropriateness of digital information</p>	<p>Uses appropriate computer-based productivity tools to create and modify solutions to problems.</p> <p>7A Use software programs with audio, video, and graphics to enhance learning experiences</p> <p>7B Use appropriate software including the use of word processing and multimedia, to express ideas and solve problems</p> <p>Uses research skills and electronic communication, with appropriate supervision, to create new knowledge.</p> <p>8A Use communication tools to participate in group projects</p> <p>8B Use electronic tools and research skills to build a knowledge base regarding a topic, task, or assignment</p> <p>Uses technology applications to facilitate evaluation of work, both process and product.</p> <p>9A Use software features, such as on-line help, to evaluate work progress</p> <p>9B Use software features, such as slide show previews, to evaluate final product</p>	<p>Formats digital information for appropriate and effective communication.</p> <p>10A Use font attributes, color, white space, and graphics to ensure that products are appropriate for the defined audience</p> <p>10B Use font attributes, color, white space, and graphics to ensure that products are appropriate for the communication media including multimedia screen displays and print material</p> <p>Delivers the product electronically in a variety of media, with appropriate supervision.</p> <p>11A Publish information in a variety of media including, but not limited to, printed copy or monitor display</p> <p>11B Publish information in a variety of media including, but not limited to, stored files or video</p> <p>Uses technology applications to facilitate evaluation of communication, both process and product.</p> <p>12A Select representative products to be collected and stored in an electronic evaluation tool</p> <p>12B Evaluate the product for relevance to the assignment or task</p>

