

**MANSFIELD ISD**  
**Technology TEKS Skills Checklist**  
**Kindergarten - Fourth Grade**

TEKS	Skill	K	1	2	3	4	TEKS	Skill	K	1	2	3	4
<b>1 Terminology</b>							<b>6 Evaluates electronic information</b>						
1A	Uses terminology appropriate to the task	I	C	C	C	C	6A/B	Determine success of strategies to acquire info.			I	C	C
1B	Start/Exit programs	I	C	C	C	C	6A	Resolve information conflicts by narrowing searches( 3-5 only)					
1B	Create, name and save files	I	C	C	C	C							I
1B	(3-5) Work with more than one application				I	C	6B/C	Determine usefulness/appropriateness of info.			I	C	C
1C	Use networking terminology	I	C	C	C	C	<b>7 Productivity tools</b>						
1C	Access remote equipment - printer, other peripherals	I	C	C	C	C	7A	Use software w/audio, video, graphics	I	C	C	C	C
1C	(3-5) Identify characteristics of digital input, processing, and output						7B	Use software to express ideas/solve problems					
					I	C	7C	Word Processing	I	C	C	C	C
1D	(3-5) Compatibility issues - digital file formats, cross platform connectivity	x	x	x	x	x	7C	Graphics				I	C
							7C	Database				I	C
1E	(3-5) Access remote equipment - printer, or other peripherals						7C	Spreadsheet				I	C
					I	C	C	7C	Simulations				I
<b>2 Data input skills</b>							7C	Multimedia	I	C	C	C	C
2A	Input devices	I	C	C	C	C	7C	Add scanned images, digital camera images, photos					I
	mouse, keyboard, disk drive, modem, voice/sound recorders, scanners, digital video, CD-ROM, or touch screen						7C	Add prerecorded sounds	x	x	x	x	x
							7C	Setup video workstation	x	x	x	x	x
2B/C	Keyboarding						<b>8 Use research skills/electronic communication to create new learning</b>						
	Key positions	I	C	C	C	C	8A	Participate in group projects			I	C	C
	Letter and number keys	I	C	C	C	C	8B	Use electronic tool/research skills on given topic	I	C	C	C	C
	Punctuation/Symbol keys	I	C	C	C	C	8B	(3-5 only) Use Interactive technology such as virtual museums, field trips...					
	Space bar, return/enter, delete/backspace	I	C	C	C	C							I
2D	Produce documents						8C	Participate in electronic communities as a learner, initiator, contributor, mentor	x	x	x	x	x
	produce, proofread and correct	I	C	C	C	C							
2E	Language Skills						<b>9 Use technology to evaluate work</b>						
	Capitalization	I	C	C	C	C	9A	Use software such as online help to evaluate progress	x	x	x	x	x
	Punctuation	I	C	C	C	C							
	Spelling	I	C	C	C	C	9B	Use software such as slide show previews to evaluate final product	x	x	x	x	x
	Word Division	I	C	C	C	C							
	Use numbers and symbols	I	C	C	C	C	<b>10 Use appropriate/effective formatting</b>						
2F	(3-5) Use appropriate speed on short timed exercises					I	10A	Font attributes, color, white spaces and graphics for defined audience			I	C	C
<b>3 Laws and Issues</b>													
3A	Follows acceptable use policies	I	C	C	C	C	10B	Font attributes, color, white spaces & graphics for multimedia screen displays and printed materials			I	C	C
3B	Copyright Laws	I	C	C	C	C							
<b>4 Acquire Electronic Information</b>							10C	Spreadsheet				I	C
4A	Keyword searches			I	C	C	10C	Database					I
4A	Boolean Searches				I	C	<b>11 Publish products electronically</b>						
4B	Navigate/Access Electronic Information		I	C	C	C	11A	Publish to printer or monitor	I	C	C	C	C
<b>5 Acquires electronic info in various formats</b>							11B	Publish to stored files or video	I	C	C	C	C
5A	Text		I	C	C	C	<b>12 Evaluate communication</b>						
5A	Audio, Video, Graphics	I	C	C	C	C	12A	Select products for electronic portfolio			I	C	C
5B	Use on-line help			I	C	C	12B	evaluate product for relevance to the assignment			I	C	C
							12C	Create checklists, timelines or rubrics to monitor progress of project	x	x	x	x	x

First Six Weeks
  Second Six Weeks
  Third Six Weeks
  Fourth Six Weeks
  Fifth Six Weeks
  Sixth Six Weeks