Wallenpaupack Area School District
Planned Course Curriculum Guide

BCIT

Computer Technology 7

Course Description:
This class is an introductory computer class. The class is designed to instruct students with varying computer skills. This includes but is not limited to various Microsoft programs, basic computer literacy, digital citizenship, career exploration, and coding with both block coding and introductory text-based coding. Students will also continue improvement on proper keyboarding skills and typing fluency.

Initial Creation Date (if applicable) and Revision Dates:
1/3/12 (Syllabus)
REWRITE 10/9/23

Wallenpaupack Area School District Curriculum	
COURSE: Computer Technology 7	**GRADE/S: 7th**
UNIT 1: Keyboarding	**TIMEFRAME: 22-23 days**

PA COMMON CORE/NATIONAL STANDARDS:
3.7.7. C. Explain and demonstrate basic computer operations and concepts.

UNIT OBJECTIVES (SWBATS):
Students will be able to demonstrate correct typing posture and technique with improved words per minute and a goal set by the instructor.

INSTRUCTIONAL STRATEGIES/ACTIVITIES:
- Internet Resources
- Keyboarding
- Video
- Demonstrations

ASSESSMENTS (Diagnostic/Benchmark/Formative/Summative):
- Typing Assessments
- Words per Minute
- Daily Typing Goals

DIFFERENTIATED INSTRUCTION (Acceleration/Enrichment):
Appropriate accommodations based on the student's IEP/504 Plan and/or student ability.

RESOURCES (Technology Based Resources, Text Resources, etc.):
- Computers
- Keyboard
- Typing.com
- Internet

KEY VOCABULARY:
Keyboarding, Words per Minute (WPM), Posture, Home Row, CapsLock, NumLock, Keyboard shortcuts

Wallenpaupack Area School District Curriculum	
COURSE: Computer Technology 7	**GRADE/S: 7th**
UNIT 2: Career Exploration	**TIMEFRAME: 2 days**

PA COMMON CORE/NATIONAL STANDARDS:

15.2.8.A- Examine various occupation options based on career assessments results, personal characteristics, talents, skills, abilities, and aptitudes as related to career pathways, clusters, or occupations.

15.2.8.B- Apply various online and traditional career management tools to explore career clusters.

UNIT OBJECTIVES (SWBATS):

- Students will be able to demonstrate the importance the aligning your values with your career.
- Students will be able to demonstrate how to set goals and design steps to accomplish them.

INSTRUCTIONAL STRATEGIES/ACTIVITIES:

- Internet Resources
- Interactive Online Activities
- Video
- Open-Ended Questions

ASSESSMENTS (Diagnostic/Benchmark/Formative/Summative):

- Activity Completion
- Open-Ended Questions

DIFFERENTIATED INSTRUCTION (Acceleration/Enrichment):

Appropriate accommodations based on the student's IEP/504 Plan and/or student ability.

RESOURCES (Technology Based Resources, Text Resources, etc.):

- Smart Futures
- Desktop Computers/iPads
- Internet

KEY VOCABULARY:

Values, personal interests, goals, goal setting

Wallenpaupack Area School District Curriculum	
COURSE: Computer Technology 7	**GRADE/S: 7**
UNIT 3: Digital Citizenship	**TIMEFRAME: 3-4 days**

PA COMMON CORE/NATIONAL STANDARDS:

15.4.8.B- Interpret and apply appropriate social, legal, ethical, and safe behaviors of digital citizenship.

15.3.8.T- Discuss the rules of digital citizenship.

UNIT OBJECTIVES (SWBATS):

- Students will consider the different perspectives of those involved in a cyberbullying incident.
- Students will identify ways to be an upstander or ally to someone being bullied.
- Students will problem-solve potential challenges to responding to cyberbullying.
- Students will define breaking news and understand why individuals and news outlets want to be first to report a story.
- Students will analyze breaking news alerts to identify clues of false or incomplete information.
- Students will reflect on the consequences of reacting right away to breaking news alerts.
- Students will define the term "digital footprint" and explain how it can affect their online privacy.
- Students will analyze how different parts of their digital footprint can lead others to draw conclusions -- both positive and negative -- about who they are.
- Students will use the Take a Stand thinking routine to examine a dilemma about digital footprints.

INSTRUCTIONAL STRATEGIES/ACTIVITIES:

- Oral Questioning
- Peer Discussion
- Internet Resources
- Short Answers
- Worksheets
- Visual Presentations
- Class Discussion

ASSESSMENTS (Diagnostic/Benchmark/Formative/Summative):

Classwork, quizzes

DIFFERENTIATED INSTRUCTION (Acceleration/Enrichment):

Appropriate accommodations based on the student's IEP/504 Plan and/or student ability.

RESOURCES (Technology Based Resources, Text Resources, etc.):

- Common Sense Media
- Microsoft PowerPoint
- Microsoft Forms
- Microsoft Word

- Computers
- TV Display
- Internet

KEY VOCABULARY: cyberbullying, empathy, upstander, ally, bystander, bias, 24/7 news cycle, breaking news, digital footprint, invisible audience, persistent

Wallenpaupack Area School District Curriculum	
COURSE: Computer Technology 7	**GRADE/S: 7th**
UNIT 4: Microsoft 365	**TIMEFRAME: 8-10 days**

PA COMMON CORE/NATIONAL STANDARDS:

15.3.8.B- Produce a variety of business documents and reports; focus on content, style, and format.

15.3.8.E- Choose appropriate print and electronic resources to meet project needs.

15.3.8.G- Develop appropriate information and content for presentations, meetings, discussions, and group assignments.

15.4.8.D- Create projects using emerging input technologies.

15.4.8.G- Create an advanced digital project using appropriate software/application for an authentic task.

15.4.8.K- Create a multimedia project using student-created digital media.

UNIT OBJECTIVES (SWBATS):

- Students will be able to effectively use Microsoft OneDrive to save and organize their files.
- Students will be able to access school issued email and basic operations of email.
- Students will be able to effectively use Microsoft Word to create, format, and edit different types of documents.
- Students will be able to effectively use Microsoft PowerPoint to create different types of slides and presentations.
- Students will be able to effectively use Microsoft Excel to create different types of spreadsheets for various uses.

INSTRUCTIONAL STRATEGIES/ACTIVITIES:

- Projects
- Video
- Presentations
- Internet Resources

ASSESSMENTS (Diagnostic/Benchmark/Formative/Summative):

- Projects
- Classwork

DIFFERENTIATED INSTRUCTION (Acceleration/Enrichment):

Appropriate accommodations based on the student's IEP/504 Plan and/or student ability.

RESOURCES (Technology Based Resources, Text Resources, etc.):

- Computers
- TV Display
- Internet
- Microsoft 365

- Outlook
- OneDrive
- Word
- PowerPoint
- Excel

KEY VOCABULARY:

Microsoft, OneDrive, Word, PowerPoint, Excel, Tabs, Groups, Buttons, Ribbon, Status Bar, Quick Access Toolbar, Word Processing, Cut, Copy, Paste, Cells, Formatting, Spreadsheet, Columns, Rows, Tables, Charts, Formula, Data, Merge, Email

Wallenpaupack Area School District Curriculum	
COURSE: Computer Technology 7	**GRADE/S: 7**
UNIT 5: Coding	**TIMEFRAME: 8-10 days**

PA COMMON CORE/NATIONAL STANDARDS:

15.4.8.A - Analyze the influence of emerging technologies on daily life.
15.4.8.D - Create projects using emerging input technologies.
15.4.8.G- Create an advanced digital project using appropriate software/application for an authentic task.
15.4.8.H- Explain the differences between a scripting language and a coding language.
15.4.8.I - Solve a problem with an algorithm.

UNIT OBJECTIVES (SWBATS):

Students will be able to demonstrate their understanding of block coding.
Students will be able to create their own authentic code.
Students will be able to successfully download code onto a circuit.
Students will be able to use problem solving skills to edit written code.

INSTRUCTIONAL STRATEGIES/ACTIVITIES:

- Projects
- Guided Lessons
- Problem Solving
- Verbal Questions

ASSESSMENTS (Diagnostic/Benchmark/Formative/Summative):

- Projects
- Classwork

DIFFERENTIATED INSTRUCTION (Acceleration/Enrichment):

Appropriate accommodations based on the student's IEP/504 Plan and/or student ability.

RESOURCES (Technology Based Resources, Text Resources, etc.):

- Code.org (Hour of Code)
- Microsoft MakeCode
- Computers
- Headphones
- Adafruit Circuit Playground Express
- Let's Start Coding
    - Circuit Boards

KEY VOCABULARY:

Code, block coding, code languages, toolbox, workspace, simulator, download