Digital Citizenship, Technology, Library Science Curriculum

K-2 **Digital Citizenship** *Understand and practice appropriate and safe uses of technology* **Technology** *Understand basic technology hardware and software and their application* **Information Literacy** *Engages in the information literacy process: access, evaluate and communicate information and ideas* *Engages in the information literacy process: access, evaluate, and communicate information and ideas* *Uses a variety of skills and strategies to comprehend nonfiction and informational text.* **Love of Reading** *Demonstrates an understanding of written language and the relationship of letters and words to the sounds of speech* *Reads for a variety of purposes and across content areas* *Independently reads a significant number of books and texts each year (fiction, nonfiction and variety of genres)*	**Kindergarten:** **Digital Citizenship** ● States reasons why not to use first and last names when online ● Asks for help at home and at school ● Uses technology to explore personal interests ● Uses technology responsibly explaining the difference between appropriate and inappropriate actions when using the internet and being online **Technology** ● Identifies the URL ● Logs into computer and/or website ● Uses a mouse/trackpad ■ Control the cursor on screen by moving the mouse. ■ Click and drag to move objects on a screen ■ Single click and double click objects ● Uses a keyboard ■ Use the keyboard to copy and/or input text ■ Be able to identify the backspace, number, space, arrows, and enter keys ■ Identify keyboard letters as capital letters ● Recognizes that different icons represent different programs using teacher selected internet games and activities ● Launches and quits programs ● Works independently on the computer or with a partner ● Discusses appropriate and inappropriate ways to handle hardware and equipment **Information Literacy** ● Follows process to check out and return books ● Demonstrates respect for and proper care of library materials ● Recognizes library materials are for shared use ● Identifies author, title, illustrator, spine, spine label ● Identifies front/back cover of the book ● Identifies the difference between fiction and nonfiction ● Recognizes common types of text (e.g., storybooks, poems, etc) **Love of Reading** ● Selects a picture book and/or an online resources to share with family ● Identifies the purpose of a library and role of the teacher librarian. ● Reads from online author and book sites and eBooks online ● Evaluates grade appropriate quality children's literature **1st Grade:** **Digital Citizenship** ● Explains why there are logins and passwords on some pieces of hardware, software, and websites ● Generates safe user names ● Discusses the difference between personal and private information ● Explains the difference between appropriate and inappropriate actions when using the internet and being online ● Asks peers for help ● Uses technology to explore personal interests

- Demonstrates to others how to use technology tools in ways that assist, rather than prevent, others from learning

Technology

- Identifies different types of domain names (.com, .org, .gov, etc.)
- Uses homerow
- Uses basic output devices (headphones, speakers, etc.)
- Explains how to clean screens appropriately
- Utilizes word processing application to share original writing
- Saves work to specified location before closing applications
- Students will be able to explore a program they have not used before without being given instructions

Information Literacy

- Explains proper care of library materials
- Locates title page and end papers
- Locates parts of a book including table of contents, glossary, index and electronic menus
- Discriminates between fiction and nonfiction
- Distinguishes between information provided by pictures or other illustrations and information provided by the words in a text.

Love of Reading

- Chooses books according to interest and reading level
- Finds fictions and nonfiction books within the library
- Finds eBooks within Mackin VIA and reads them online
- Reads from online author and book sites
- Evaluates grade appropriate quality children's literature

2nd Grade:

Digital Citizenship

- Describes why stealing information and things others have created is the same as stealing tangible items
- Identifies ways to protect identity when contributing information online
- Identifies examples of concerns that should go to an adult right away
- Uses technology to explore personal interests
- Demonstrates to others how to use technology tools in ways that assist, rather than prevent, others from learning

Technology

- Uses basic input and output devices (cd-rom, flash drive, printer, microphones, etc.)
- Recognizes when an application or device is not working properly
- Relaunches application as a troubleshooting measure
- Differentiates between hardware, software, and web-based applications
- Utilizes presentation application and Web 2.0 tools to share information
- Uses proper fingering of homerow keys
- Recognizes applications specific to a Mac or PC within Van Meter Schools

Information Literacy

- Locates publisher and copyright date
- Locates a book using the call number
- Recognizes the purposes of library's online catalog (Destiny)
- Finds an internet site given the specific web address

	● Uses information gained from the illustrations and words in a print or digital text to demonstrate understanding (fiction and nonfiction) ● Compares and contrasts two or more versions of the same story (e.g.Fairy Tales, Night Before Christmas around World) by different authors or from different cultures. **Love of Reading** ● Chooses books according to interest and reading level ● Shares reasons for selecting a particular book (within library and eBooks) ● Shares online author and book sites ● Evaluates grade appropriate quality children's literature
3-5 **Digital Citizenship** *Understand and practice appropriate, legal, and safe uses of technology for lifelong learning* **Technology** *Understand technology hardware and software system operations and their application* **Information Literacy** *Engages in the information literacy process: accesses, evaluates, and communicates information & ideas* *Utilizes digital tools and resources to investigate real-world issues, answer questions, or solve problems* *Uses technological resources to develop and refine questions for investigation* *Uses a variety of skills and strategies to comprehend nonfiction and informational text* **Love of Reading** *Reads for a variety of purposes and across content areas* *Independently reads a significant number of books and texts each year (fiction, nonfiction, and variety of genres)*	**3rd Grade:** **Digital Citizenship** ● Describes copyright ● Explains ways identity is protected when contributing information online ● Discusses what information is appropriate to share about other people (images, video, audio, text, etc) ● Considers personal information a stranger could find online ● Uses appropriate posture while working at a computer to avoid injury ● Uses technology to explore and pursue personal interests ● Shows others how to use new technologies, and use technology in ways that assist, rather than prevent, others from learning **Technology** ● Recognizes menu bars for basic applications (word processing, browser windows) ● Uses word processing skills to manipulate and change text ● Uses technology tools to capture images (video and photos) ● Creates a multimedia presentation (Powerpoint, Keynote) ● Connects hardware for multimedia presentation ● Uses external device to save and transfer files ● Keys home row accurately and confidently **Information Literacy** ● Uses the online catalog to find materials ○ Uses Mackin VIA to find eBooks and databases ● Identifies importance of using search terms (keywords, title, author, and series) ● With prompting and support, conducts internet searches using educational search engines (SweetSearch4me, NetTrekker, Webpath express) and databases (World Book) ● Determines the usefulness of a source ● Accesses table of contents and index ● Explores copyright and plagiarism **Love of Reading** ● Makes connections between reading and personal interests ● Shares information about an author and/or book using various formats ● Identifies a variety of formats for reading (books, eBooks, magazines, non-print, newspapers, etc) ● Demonstrates respect for library space and materials ● Evaluates grade appropriate quality children's literature

4th Grade:

Digital Citizenship

- Gives credit to owner of visual media
- Protect other people's personal information when publishing online (images, video, audio, text, etc)
- Explain ways to tell if a stranger is using Internet information to seem like a friend
- Describe consequences when people do not protect personal information when using social networking tools
- Use technology responsibly to explore and pursue personal interests
- Show others how to use new technologies, and use technology in ways that assist, rather than prevent, others from learning

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Technology

- Identify positive value of technology including web 2.0 tools
- Uses visual space on desktop to display two programs at once
- Utilizes spreadsheet and Web 2.0 tools to demonstrate numerical information
- Creates a multimedia presentation by choosing from applications and Web 2.0 tools
- Creates hyperlinks
- Keys alphabet accurately and confidently

Information Literacy

- Uses advanced featured in library's online catalog for intended purposes (Destiny)
    - Uses Mackin VIA to find eBooks and databases
- Identifies the information need
- Restates provided research question in own words
- Uses provided topic to list possible research questions
- Explains the impact of copyright date to the usefulness of information
- Defines copyright and plagiarism
- With prompting and support, conducts internet searches using educational search engines (SweetSearch4me, NetTrekker, Webpath express) and databases (World Book)

Love of Reading

- Makes connections between reading and personal interests
- Shares information about an author and/or book using various formats
- Reads from a variety of formats (magazines, blogs, books, ebooks, websites, etc.)
- Demonstrates respect for library space and materials
- Evaluates grade appropriate quality children's literature

5th Grade:

Digital Citizenship

- Debate benefits and safety concerns of contributing information online
- Recognize digital resources that are copyright free
- Credits author and publication for direct quotations
- Use technology responsibly to explore and pursue personal interests
- Show others how to use new technologies, and use technology in ways that assist, rather than prevent, others from learning
- Describe how communication changes online versus face-to-face

Technology

- Suggest a technology tool to use to accomplish a particular task
- Utilizes spreadsheet and web 2.0 tools to organize, graph, and calculate data

	● Apply advanced formatting techniques ● Sequence animation to produce a digital story ● Keys letters and numbers at a productive speed ● Explores tools to help with personal learning styles (organization tools like stickies and calendars, speech features from text, highlighting, bookmarking tools) year prior to 1:1 computing **Information Literacy** ● Demonstrates the ability to locate an answer to a question quickly or to solve a problem efficiently, drawing on information from multiple print or digital sources. ● Identifies ways to find trusted information ● Recognizes multiple formats exist for citing sources (EasyBib) ● Conducts Internet searches using educational search engines (SweetSearch4me, NetTrekker, WebPath Express) and databases (Brittanica) **Love of Reading** ● Makes connections between reading and personal interests ● Shares information about an author and/or book using various formats ● Reads from a variety of formats (magazines, blogs, books, eBooks, websites, etc.) ● Demonstrate respect for library space ● Evaluates grade appropriate quality children's literature
6-8 **Digital Citizenship** *Understand the legal and ethical issues of technology as related to individuals, cultures, and societies.* **Technology** *Collaborate with peers, experts, and others using interactive technology.* *Understand the underlying structure and application of technology systems.* **Information Literacy** *Engages in the information literacy process: accesses, evaluates, and communicates information and ideas* *Plans strategies utilizing digital tools to gather, evaluate, and use information* *Use critical thinking skills to conduct research, solve problems, and make informed decisions using appropriate technological tools and resources.* *Uses a variety of skills and strategies to comprehend nonfiction and informational text*	**Grades 6-8** *Asterisk indicated skills taught in 6th grade technology class** **Digital Citizenship** ● Recognizes copyright law* ● Uses citation tools* ● Identifies consequences of plagiarism in school and beyond* ● Identifies fair use* ● Choose settings in account profiles that protect personal information when online* ● Uses etiquette considering global audience when communicating digitally * ● Describes the concept of a digital footprint* ● Interact and collaborate with peers, experts and others using technology* ● Debate legal and ethical uses of file sharing ● Discuss the effects of existing and emerging technology on the global community ● Analyze how cultures and groups value technology differently and how these values influence the development and acceptance of technology **Technology** ● Uses quick fix tips to troubleshoot basic computer errors* ● Explore tools to help with personal learning styles (organization tools like stickies and calendars,, speech features for text, highlighting, etc)* ● Use online collaboration tools to complete a task* ● Use collaborative electronic communications to explore, share, and publish with other learners around the world* ● Describe digital tools that help connect with personal interests* ● Personalize screen real estate for productivity and efficiency* ● Keys with effective rate and accuracy to capture a free flow of thoughts* ● Defends against SPAM, Phishing, and other digital scams/solicitations in email and other social media* **Information Literacy** ● Uses the research process to investigate ideas ● Uses search strategies to locate resources to match/broaden/narrow research topic ● Uses information from a variety of sources, both print and electronic

Utilizes digital tools and resources to investigate real-world issues, answer questions, or solve problems *Understands the legal and ethical issues of technology as related to individuals, cultures, and societies* **Love of Reading** *Reads for a variety of purposes and across content areas* *Independently reads a significant number of books and texts each year (ficition, nonficition, and variety of genres)*	● Locates specific information within a source ● With guidance, conducts Internet searches using a variety of search engines and databases to access information ● Synthesizes information to make personal meaning ● Creates new ideas/products as a result of research process **Love of Reading** ● Refers to blogs, websites, best selling lists, online books clubs and other online and print resources that help guide literature choices ● Evaluates grade appropriate quality literature ● Identifies genres of interests ● Makes connections with others to share love of reading ● Reads from a variety of formats including digital and print resources
9-12 **Digital Citizenship** *Use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others.* *Demonstrate creative thinking, construct knowledge, and develop innovative products and processes using technology.* **Technology** *Apply digital tools to gather, evaluate, and use information.* *Demonstrate a sound understanding of technology concepts, systems and operations* **Information Literacy** *Engages in the informational literacy process: accesses, evaluates, and communicates information and ideas* *Applies digital tools to gather, evaluate and use information* *Uses a variety of skills and strategies to comprehend nonfiction and informational text*	**Grades 9-12** **Digital Citizenship** ● Use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others ● Explain the impact of digital footprint to both personal and professional settings ● Identify the intellectual property rights of personal content **Technology** ● Chooses technology tools to create digital content for information and/or expression ● Apply digital tools to gather, evaluate, and use information ● Utilize a working knowledge of technology or technology support services to identify problems/issue and its solution **Information Literacy** ● Executes strategies to efficiently and effectively access information ● Determines scope, depth and potential usefulness of more advanced and diverse resources ● Defends information on the basis of accuracy, validity, credibility, bias, and date of publication ● Follows ethical and legal guidelines in gathering and using information **Love of Reading** ● Makes connections with others to share love of reading ● Refers to blogs, websites, best selling lists, online books clubs, and other online and print resources that help guide literature choices ● Engages in technical reading ● Evaluates grade appropriate quality literature

Applies digital tools to gather, evaluate, and use information *Understands human, cultural, and societal issues related to technology and practice legal and ethical behavior* **Love of Reading** *Reads for a variety of purposes and across content areas* *Independently reads a significant number of books and texts each year (fiction, nonfiction, and variety of genres)*	