

Department: Technology

Course Title: Computer Applications

Grade Level: 7th

Length of Course: 1 semester - 90 days

Primary Resources: Edutyping
iCEV Digital Curriculum

Units of Study:

Unit 1 (Week Amount): Edutyping 3 Weeks

Unit 2 (Week Amount): iCEV Google Docs 2 -Formatting/Working with Tables

Unit 3 (Week Amount): Write a Business Letter

Unit 4 (Week Amount): iCEV Google Slides Essentials

Unit 5 (Week Amount): Create a Slide Presentation-Mystery Item

Unit 6 (Week Amount): iCEV Google Sheets

Curriculum-Based Assessments: Edutyping Reports
Business Letter Rubric
Slide Show (Mystery Item) Rubric

Standardized Assessments: None

Description of Course: A one-semester class where the student continues to discover new ways to use computers as tools for learning. In addition to practicing and improving their touch-typing skills, the student will connect computer applications to real-life problems and life-long learning tools. Students can expect to use a variety of software programs, including Google Docs, Google Slides, and Google Sheets as they navigate through real-life projects and practice. The emphasis in the course is on the development of speed, accuracy, digital citizenship and using technology resources to create projects and assignments. Students are expected to proofread and revise documents.