Title of planned course: Technology

Grade Level: 3

Course Description: Students will increase knowledge of basic Google Chromebook operations, concepts, application, and online safety.

*Please note:
- Click on the blue links throughout the document to access the suggested templates and links.
- Items in red will be completed during library class time by the library teacher. Classroom teachers are not responsible for teaching these skills but are encouraged to reinforce them.
**Suggested Sequence: Grade 3**

*Major focus on Google Docs/Typing*

** The following is a *suggested sequence* of skills and activities, which will allow students to meet all of the objectives in the curriculum. As an educator, please do what is best for your students given your grade-level academic curriculum and pacing.**

<table>
<thead>
<tr>
<th>Major Themes</th>
<th>Minor Themes/Activities</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>September</strong></td>
<td></td>
</tr>
<tr>
<td>Expectations</td>
<td><strong>Chromebook Slides</strong></td>
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<tr>
<td></td>
<td>WASD Acceptable Use Policy</td>
</tr>
<tr>
<td>Logging in to Google</td>
<td>Log-in Boot Camp if needed</td>
</tr>
<tr>
<td>Google Classroom</td>
<td>Join class; navigate using links provided</td>
</tr>
<tr>
<td>Google Docs</td>
<td><strong>Google Docs Scavenger Hunt</strong></td>
</tr>
<tr>
<td></td>
<td>Create, name, and share a new document as directed</td>
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<td></td>
<td>Complete writing assignments in Google</td>
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<tr>
<td>Typing</td>
<td>Fill in the Home Row keys on a blank keyboard</td>
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<tr>
<td>Internet</td>
<td><strong>Worksheet for students to label/color homerow keys</strong></td>
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<tr>
<td></td>
<td>Navigate a browser (back, forward buttons, and tab) as directed by teacher</td>
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<tr>
<td><strong>October</strong></td>
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<tr>
<td>Google Docs</td>
<td>Type vocabulary list &amp; insert images (change image properties)</td>
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<tr>
<td></td>
<td><strong>Vocabulary List Typing/Image activity</strong></td>
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<tr>
<td></td>
<td>Input spelling words for extra typing/editing practice</td>
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<tr>
<td>Google Drive</td>
<td>Locate student and shared files</td>
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<tr>
<td>Typing</td>
<td>Introduce typing skills using <a href="https://www.typingclub.com">https://www.typingclub.com</a> (allot 25 min per week)</td>
</tr>
<tr>
<td>Digital Citizenship</td>
<td><strong>Unit 1 lesson 1 of 3-5 Digital Citizenship curriculum</strong></td>
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<tr>
<td><strong>November</strong></td>
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<tr>
<td>Google Docs</td>
<td>Edit a document with several sentences/ paragraphs of text with capitalization and punctuation errors</td>
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<td></td>
<td><strong>Editing assignment</strong></td>
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<tr>
<td>Google Classroom</td>
<td>Respond to multiple choice survey/exit ticket style questions and short-answer discussion questions</td>
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<tr>
<td>Digital Citizenship</td>
<td><strong>Unit 1 lesson 2 of 3-5 Digital Citizenship curriculum</strong></td>
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<tr>
<td>Month</td>
<td>Activity</td>
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<td>December</td>
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<td>January</td>
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<td></td>
<td>Typing</td>
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<tr>
<td>February</td>
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<td>Digital Citizenship</td>
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<tr>
<td>March</td>
<td>Google Slides</td>
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<td></td>
<td>Research Practices</td>
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<td></td>
<td>Typing</td>
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<tr>
<td>April</td>
<td>Typing</td>
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<tr>
<td>May</td>
<td>Typing</td>
</tr>
<tr>
<td></td>
<td>Coding</td>
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</tbody>
</table>
Curriculum Scope & Sequence

Title of planned course: Technology

Grade Level: 3

Unit: Basic Chromebook Operations and Concepts

Essential content/objectives: At end of the unit, students will be able to:

- Efficiently log in to and sign out of Google
- Demonstrate proficiency in pointing, clicking, dragging, using mouse pad
- Locate and use all keys on the keyboard and use left-right hand placement to type
- Print assignments using assigned printer
- Navigate through Google Apps, including Drive, Docs, Slides, and Classroom
- Demonstrate proper use of Chromebook equipment

Core Activities: Students will complete/participate in the following:

- Log-in Boot Camp: practice logging in 10 times on 3-4 different occasions as needed
- Google Docs Scavenger Hunt
- Fill in the Home Row keys on a blank keyboard and use typing website (https://www.typingclub.com) to practice typing proficiency.
  - **Explicit typing instruction is introduced in grade 3. Allot a minimum of 25 minutes of practice per week.
  - Program is self-paced, so students can practice independently for morning work, during library, as an early finisher, at home, etc.
- Input spelling words into Google Docs which provides an opportunity for typing and editing skills.
- Editing assignment: Prepare a document with several sentences/paragraphs of text with capitalization and punctuation errors. Have students edit this document. See example assignment.
- Create, name, and share a new document in Google Docs and Slides.

Instructional Methods:

- Demonstration
- Explicit instruction
- Activities

Assessments:

- Teacher created assessments
- Observations
Curriculum Scope & Sequence

Title of planned course: Technology

Grade Level: 3

Unit: Chromebook Applications

Essential content/objectives: At end of the unit, students will be able to:

- Demonstrate word processing skills during writing activities using the writing processes in Google Docs
- Use the following icons on standard toolbar:
  - Review: Font name, size, color, style
  - Introduce: Insert (images, drawing); Tools (spell check); zoom
- Format and manipulate images and graphics into a document
- Create a Google Slides presentation that has text and images.
- Present a Google Slides presentation
- Use Google Classroom to navigate links and answer multiple choice and short-answer discussion questions
- Print assignments using assigned printer
- Use coding to complete a task
- Use third grade level technology vocabulary (see Grade Level Vocabulary Appendix for specific terms)

Core Activities: Students will complete/participate in the following:

- Complete writing assignments using Google Docs, in which students use proper capitalization, punctuation, spacing, and spelling (using spell check)
  - Reinforce double space after end punctuation for each sentence
  - Instruct students to print completed assignments.
- Type a vocabulary list from any content area, locate and insert a graphic image that illustrates the concept. See example assignment.
- Create a poster/flyer advertising a new invention, place, or event; another option is a wanted poster; Poster/flyer should include shapes, text, word art, and graphics. See example assignment.
  - Explicitly teach students to draw shapes and wrap text and images
- Create a brochure using Google Slides. See example templates below. Search web for other free templates.
  - Sample Topic Ideas
    - Travel brochure/famous landmark
    - State project
    - Animal study
    - Informational brochure about your class for next year
      - **Click the link for information & a free template
- Create a 4-slide Google Slides presentation on an assigned topic. Include a title slide. Insert text and a graphic into each slide. Present this to the class.
  - **Google Slides will be taught during library class time with library teacher.
  - Sample Topic Ideas
    - Novel summary- choose 3 or more important scenes from a book. Insert a text summary and an image for each.
• **About Me**- describe family, favorites (food, color, etc.), activities, school related topics, vacations
• **Water Cycle**- show the stages in the water cycle
• Click [here](#) for other ideas

*Any content-related topic (Science, social studies, reading)*

- Join teacher-created Google Classroom. Independently navigate posted hyperlinks. Answer teacher-assigned multiple choice survey/exit ticket style questions and short-answer discussion questions
- The Hour of Code or other coding activity ([code.org](http://code.org))
  - This coding activity is a **basic exposure** to computer programming. Consider incorporating a coding activity around the holidays or at the end of the year.

**Instructional Methods:**
- Demonstration
- Explicit instruction
- Activities

**Assessments:**
- Teacher created assessments
- Observations
Curriculum Scope & Sequence

**Title of planned course:** Technology

**Grade Level:** 3

**Unit:** Internet Applications and Safety

**Essential content/objectives:** At end of the unit, students will be able to:

- Perform internet searches using approved hyperlinks
- Understand their responsibilities as digital citizens
- Explain concept of copyright
- Learn appropriate ways to deal with cyberbullying
- Experiment with different keyword searches and compare their results.
- Distinguish between personal information, which is safe to share online, and private information, which is unsafe to share
- Understand the Acceptable Use Policy

**Core Activities:** Students will complete/participate in the following:

- Research project involving finding answers to content-related questions. Focus on the idea of using keywords in the search.
  - **Research to be conducted during library class time with library teacher.**
- Cyberbullying lessons/activities
- Cyber citizenship and safety online (by watching videos, participating in activities, lessons); Grade 3 should complete Unit 1 of 3-5 Digital Citizenship curriculum (5 lessons)
  - **Lessons 1-4 to be completed during scheduled library class time; Classroom teacher is responsible for lesson 5**
- FBI Online safety lessons

**Instructional Methods:**

- Demonstration
- Video
- Explicit instruction
- Activities

**Assessments:**

- Teacher created assessments
- Observations
Appendix A:

Technology Related Vocabulary: Grade 3

1. **Cite sources** – give credit for information used
2. **Crash** – when a computer suddenly stops working
3. **Data** – information that you input to a computer, or that the computer outputs
4. **Database** – information stored in a file
5. **Graphics** – pictures
6. **Hardware** – the parts of the computer that you can see and touch
7. **Home row keys** – keys where fingers rest when typing
8. **Hyperlinks** – clicking on text or images that connect you to other text or images
9. **Network** – a system of interconnected computers
10. **Search engine** – software that makes it possible to look for and get material on the internet
11. **Slide show** – a presentation containing more than one slide
Appendix B:

Technology Links and Resources: Grade 3

*Click on the blue links to access the templates and links.

**If you use the provided templates, please click "File">> "Make a Copy," to create your own copy in your Drive.

- Rules and Expectations for using the Chromebook Google Slides Presentation
- Google Docs Scavenger Hunt
- Google Slides Scavenger Hunt
- Using Google Shortcuts
- Sample Google Slides Brochure Ideas
  - State project
  - Animal study
  - Informational brochure about your class for next year (click for info and free template)
- Grade 3-4 About Me Google Slides
- Grade 3 Water Cycle Google Slides
- Grade 3 Editing
- Flyer/Poster using word art, images, shapes
- Vocabulary Table
- ABC Book Template in Google Slides

Grades 3-4 Resources

- Keyboard labeling worksheets
- Webquest creator and search tool
- Quill.Org - free writing and grammar activities
- NoRedInk - more writing and grammar activities; differentiated for students with sentences and material based on student interests; many free assignments/activities, but a subscription required for full access
- ReadWorks - library of nonfiction and literary articles with quizzes; able to print or assign digitally; differentiated levels available
- ReadWriteThink - Excellent free resource for all things reading and writing: lesson plans, printables, interactive activities, support
- Newsela - assign articles related current events and every subject; differentiated levels available
- Daily Writing Prompts - writing prompts for every day of the year, with many focused on monthly events (ex. Holidays, special birthdays, etc.)
- Every-Day Edits - collection of short paragraphs with grammatical errors for students to edit; organized by month, with many focused on monthly events. Great practice for students!

Sites and Apps for All Grades (by Subject)

Technology
  - The Chromebook Academy
    - Google Site with a ton of resources (great for typing tutorials, worksheets, among other resources)
○ **K5 Technology Lesson Plans**
  ■ Amazing Resource! Grade level lesson plans, iPad integration, and great templates/graphic organizers for Google-based projects (slides, sheets, etc.)

○ **Google Apps**
  ■ [Google Docs Scavenger Hunt](#)
  ■ [Google Slides Scavenger Hunt](#)
  ■ [Google Slides Cheat Sheet](#)
  ■ [Making Digital Books using Google Slides](#)
  ■ [Google Classroom Tutorials and Blog Posts with Alice Keeler](#)

○ **Keyboarding Games**

● **Presentation/Instructional Sites/Apps**
  ○ [Nearpod.com](#) - Interactive PowerPoint type presentations (free to sign up, many free presentations to download, and free to create your own—limited storage under the free subscription)
  ○ [LearnZillion](#) - videos and lessons plans to provide extra practice or instruction for students in math and language arts; great for flipping the classroom
  ○ Edpuzzle - Create Interactive videos; Find/create a video on youtube, crop a video, explain it with your own voice and embed quizzes at any time
  ○ [Educreations](#) - create video lessons to provide extra practice or instruction for students; students can create as a means of assessment; great for flipping the classroom
  ○ [Screencastify](#) - (Chrome Extension)-record your entire desktop, an application, current browser tab or just your webcam and add narration; great for flipping the classroom

● **Assessments/Study tools**
  ○ [Kahoot!](#) - game-based learning and trivia platform perfect for quiz/test reviews
  ○ [Socrative](#) - great formative assessment or test review site; launch quizzes, space race games, or exit tickets; see responses in real time
  ○ [Quizizz](#) - another interactive formative assessment too; self-paced quizzes to review, assess, and engage—in class and at home.
  ○ [Quizlet](#) - Digital vocabulary flash card creator
  ○ [GoFormative](#) - awesome formative assessment tool; similar in a way to Google Forms, but with so many more capabilities
  ○ [Padlet](#) - online bulletin board site and app; great for sharing notes with group work. Assign discussion questions, exit tickets, and Do Now activities

● **Cross-curricular**
  ○ [Interactive Sites for Education](#) - comprehensive list of interactive games and sites organized by subject; TONS of awesome activities and games!
    ■ Includes math, science, social studies, language arts, music, art, brain teasers, Spanish, typing, and holiday-based activities
  ○ [MrNussbaum](#) - comprehensive list of interactive games and sites organized by subject; TONS of awesome activities and games
  ○ [FuelTheBrain.com](#) - collection of printables and interactive games organized by subject; also has teacher articles/guides; students can create their own mini books
  ○ [ABCya](#) - comprehensive list of interactive games and sites organized by subject
- TurtleDiary - games, videos, printables, quizzes, and teaching tools organized by subject
- PrimaryGames.com - despite the title, this site has tons of games and lessons for grades PK-6
- Boom Learning - self-checking digital task cards (a lot of free sets, but many require purchase (available on Boom or Teachers Pay Teachers); if you use task cards, you have to try Boom!
- Quia - interactive activities and quizzes for virtually every subject/topic imaginable; many free assignments/activities, but a subscription required for full access; Flash player required

- Science
  - American Museum of Natural History - Kids Ology: games, stories, videos, and hands-on activities related to and organized by different science topics
  - Scholastic Study Jams - videos, songs, quizzes for every science topic imaginable
  - Lawrence Hall of Science - well-designed and highly educational science activities and investigations
  - Explore Live Web Cams - live webcams that show countless animals and habitats; some videos have narration and speaking from experts
  - Arkive.org - tons of engaging videos, lessons, games, and activities related to animal species and nature

- Math
  - ProdigyGame - video game style math game, involving fantasy, battles, wizards, etc. Curriculum aligned and student approved. Super engaging!
  - Math Games - fantastic resource for practicing Common Core math skills; organized by topic and grade
  - Freckle - aka Front Row; assign or have students work through various math concepts, as well as math fact practice
  - Sumdog - Math & ELA standards aligned adaptive learning for grades K-8; math is free to use, ELA requires subscriptions
  - Khanacademy - assign standards-aligned practice, videos, and articles.
  - NCTM Illuminations - lessons and interactive activities, aligned with either NCTM or Common Core Standards; organized by grade level/topic; a lot of the interactive activities are free to use, but many of the lessons require an NCTM membership
  - Scholastic Study Jams - videos, songs, quizzes for countless math topics

- Language Arts
  - ReadWorks - library of nonfiction and literary articles with quizzes; able to print or assign digitally; differentiated levels available
  - ReadWriteThink - Excellent free resource for all things reading and writing: lesson plans, printables, interactive activities, support
  - Newsela - assign articles related current events and every subject; differentiated levels available
  - Freckle - aka Front Row; assign or have students work through comprehension passages, but also word study/vocabulary, and individual skill work
- **TheStoryStarter** - site that generates random story starters to give your students a start to a creative story.
- **Storybird** - site for students to create their own digital storybooks

**Music and Art**
- **MetKids**
- **ArtsEdge**
- **Virtuoso** - digital keyboard iTunes and Google Play app
- **TheColor.com** - online digital coloring pages

**Safe Research Sites**
- [http://quinturakids.com/](http://quinturakids.com/)
- [http://kidrex.org/](http://kidrex.org/)
- [http://kidsclick.org/](http://kidsclick.org/)

**ESL**
- **Manythings.org** - website designed for people studying ESL; There are quizzes, word games, word puzzles, proverbs, slang expressions, anagrams, a random-sentence generator and other computer assisted language learning activities.
- **EnglishMediaLab** - website designed for people studying ESL; There are reading, vocabulary, and grammar lessons, interactive activities, games, puzzles, and pronunciation tips

**Coding**
- **Code.org**
- **Scratch**

**Digital Citizenship and Internet Safety**

- **Acceptable Use Policy** - student-friendly Acceptable Use contract for students to sign at the beginning of the year
- **Common Sense Education: Digital Citizenship**
  - Resource for digital citizenship lessons plans, games, assessments, posters, ideas. Free to sign up and use (so many incredible resources!)
- **FBI Safe Online Searching** (grades 3-8)
  - Lessons embedded in interactive games
- **Youtube Channel: Planet Nutshell- NetSafe**
  - Short videos (2-3 minutes) of various Internet safety concepts and rules, organized by grade level (k-3, 4-6)
- **Youtube Channel: Common Sense Education**
  - Digital Citizenship and Media Literacy: Short videos (1-4 minutes) of various Internet safety concepts and rules (geared for older students, but you may find something you want to use)
  - Tech tips and resources for teachers
● Nearpod.com
  ○ If you use Nearpod (iPad app or Web), there are a lot of free Digital Citizenship presentations you can use. Just search “Digital Citizenship”
● Digital Citizenship Poster (upper grades)