Learning.com EasyTech Tech Quest Curriculum Map - 2nd Grade 2022-2023

This curriculum sequence provides skills that students need to be successful digital learners in a learning path that supports student driven and asynchronous learning experiences.

This curriculum map provides a suggested order of assignments and timing for utilizing the EasyTech curriculum as part of an asynchronous or student-driven learning experience. It has been designed to prepare students with foundational and scaffolded knowledge and skills throughout the digital literacy skill content area units. Instruction, practice, and assessment curriculum materials are available to meet the varying instructional needs of independent learners.

- Foundational keyboarding curriculum is included for all grade levels and the Adaptive Keyboarding experience begins in 3rd grade. CIPA compliant curriculum materials are marked with an * and can be found at every grade level.
- Pre and Post Skills Checks have been included for grades 3-8 and may be used to identify areas for further instruction and growth.

Note: It is recommended that keyboarding should be practiced throughout the year for 15-30 minutes at least twice per week to help students build their skills through technique, accuracy, and speed. To assist students in meeting this goal, Adaptive Keyboarding can be found on the student map and in the Arcade.

Note: This implementation can be led by a paraprofessional who doesn't have the ability to grade assignments. Learning.com has prepared this unique curriculum map for students to learn their technology skills focusing solely on assignments that are self-directed and self-scoring.

LESSON	Digital Literacy Concept	Curriculum Title	Description	Learning Component	Implementation Model	Time (in minutes)
			+++++++++ Quarter 1 +++++++	+++		
		* CIPA Required topic				
1	Online Safety & Digital Citizenship	 * Introduction to Digital Citizenship: Cyberbullying 	This colorful and engaging video introduces students to the basics of dealing with cyberbullying on the internet.	Instruction	Independent	5
2	Online Safety & Digital Citizenship	* Introduction to Online Safety: Protecting Your Privacy	This engaging video-based learning object provides the learner with foundational knowledge about the importance of protecting their personal information. The learner will understand that they shouldn't share any personal information online or agree to meet anyone they don't know and trust; and they should always log off or lock their device to protect their personal information.	Instruction	Independent	4
3	Online Safety & Digital Citizenship	*Digital Citizenship: The Mysterious Map – Level 2	In this engaging animated video, Truman and Poppy learn about the importance of netiquette in communicating emotions.	Instruction	Independent	2
4	Online Safety & Digital Citizenship	*Digital Citizenship: Into the Trees – Level 2	In this engaging animated video, Truman and Poppy discover ways to "be kind online."	Instruction	Independent	2
5	Online Safety & Digital Citizenship	*Digital Citizenship: Netiquette Vocabulary Practice - Level 2	In this interactive learning experience, students improve their knowledge of vocabulary terms and definitions related to digital citizenship and netiquette.	Practice	Independent	10
6	Online Safety & Digital Citizenship	*Digital Citizenship: Be Kind Online - Level 2	In this interactive learning experience, students will improve their knowledge of digital citizenship.	Practice	Independent	10
7	Online Safety & Digital Citizenship	*Digital Citizenship: Fort in the Forest - Level 2	In this engaging animated video, Truman and Poppy look back at their footprints and see how they can leave a trail online.	Instruction	Independent	2
8	Online Safety & Digital Citizenship	*Digital Citizenship: Vocabulary Interactive Practice - Level 2	In this interactive learning experience, students improve their knowledge of vocabulary terms and definitions related to digital citizenship and digital footprint.	Practice	Independent	10
9	Online Safety & Digital Citizenship	*Digital Citizenship: Footprints and Identity - Level 2	In this interactive learning experience, students will improve their knowledge of digital citizenship.	Practice	Independent	10
10	Online Safety & Digital Citizenship	*Cyberbullying: The Legendary Shellphone Part 1 - Level 2	In this engaging animated video, Truman and Poppy must use their online smarts to tackle cyberbullying.	Instruction	Independent	2
11	Online Safety & Digital Citizenship	*Cyberbullying: The Legendary Shellphone Part 2 - Level 2	In this engaging animated video, Truman is given a very special treasure to communicate online as a reward for becoming a safe cyber-citizen.	Instruction	Independent	2
12	Online Safety & Digital Citizenship	*Cyberbullying: Vocabulary Interactive Practice - Level 2	In this interactive learning experience, students improve their knowledge of vocabulary terms and definitions related to cyberbullying awareness and response.	Practice	Independent	10
13	Online Safety & Digital Citizenship	*Cyberbullying: Awareness and Response - Level 2	In this interactive learning experience, students improve their knowledge of cyberbullying.	Practice	Independent	10
					Minutes in Unit	79
LESSON	Digital Literacy	Curriculum Title	Description	Learning	Implementation	Time
14	Concept IT Fundamentals	IT Fundamentals: An Icon-ic Concert Part 1	In this engaging animated video, the Tech Grove friends prepare for a concert by discovering the purpose of technology icons. The seven different icons covered in this lesson are: power icon, plus and minus icons, home icon, close or exit icon, and left and right arrow icons.	Component	Model Independent	(in minutes)
15	IT Fundamentals	IT Fundamentals: An Icon-ic Concert Part 2	In this engaging animated video, the Tech Grove friends prepare for a concert by discovering the purpose of technology icons. The seven different icons covered in this lesson are: power icon, plus and minus icons, home icon, close or exit icon, and left and right arrow icons.	Instruction	Independent	3

17 IT Fundamentals 18 IT Fundamentals 19 IT Fundamentals 10 IT	Trudementals Tr	40						
17 Fundamentals Spelling Star Spelling S	17 If Fundamentals Spelling Start	16	IT Fundamentals			Practice	Independent	15
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The teamners will receive direct instruction and practice using a primiter protection of the protectio	The Learners of The Control of The C	18	IT Fundamentals	Fundamentals: Processors, Input	The learners receive direct instruction and practice identifying and caring for basic computer components such as the processor, keyboard, mouse, monitor, speakers, printer, and to classify the component as either an input or output device in this engaging and interactive digital		Independent	9
Trundamentals	TF Fundamentals Pundamentals P				++++++++++ Quarter 2 ++++++++	+++		
Participation Participatio	Transformer Hardware Fracetee direct instruction and practice using a same for image of the companies and the second of the companies of	19	IT Fundamentals	Fundamentals:	The learners will receive direct instruction and practice using a printer, previewing and printing entire documents or selected pages, and troubleshooting common printer problems in this engaging and		Independent	9
Tr Fundamentals	Tr Fundamentals Fundamentals Fundamentals of Control of Practice o	20	IT Fundamentals	Fundamentals:	receive direct instruction and practice using a scanner for images or objects, saving a scanned image as a file, identifying components such as the scanning surface and scanning beam, and understanding how a		Independent	6
Tr. Fundamentals Network Bascis Netw	23 IT Fundamentals Network Basics Ne	21	IT Fundamentals	Fundamentals: Data	direct instruction and practice with data storage devices, accessing stored data, and using and taking care of compact discs, DVDs, flash		Independent	7
23 IT Fundamentals Deskiby Des	Tr. Fundamentals Deskrip 24 IT Fundamentals Software Software Fundamentals: October 1 It Software It Software It Software Fundamentals: October 1 It Software It	22	IT Fundamentals	Fundamentals:	concepts, such as LANs, WANs, and file format compatibility. They will gain knowledge about how to use remote equipment and review intellectual property in this engaging and interactive digital lesson.		Independent	12
direct instruction and practice with dialog boxes and options windows, midways and controls and practice with dialog boxes and options windows, midways and controls and practice with a practice provided provid	direct instruction and practice with dialog boxes and options windows, making selections using check boxes, radio butions, scroll bars, and dropdown menus, and controls to close, maximize, minimize, restore, and resize windows, and butions, scroll bars, and controls to close, maximize, minimize, restore, and resize windows. In this engaging and restore windows and dropdown menus, and controls to close, maximize, minimize, restore, and resize windows. In this engaging and restore windows and dropdown menus, and controls to close, maximize, minimize, restore, and restore, and resize windows. In this engaging and restore windows and windows and well as the control of the cont	23	IT Fundamentals	Fundamentals:	direct instruction and practice using the desktop, working with files and folders, navigating file structures, moving and opening files and folders, and deleting files.		Independent	12
In this engaging and interactive digital lesson, the learners will receive direct instruction and practice making program menus and using instruction and Practice menu to contain the control process of the process	In this engaging and interactive digital lesson, the learners will receive direct instruction and practice navigating program menus and using understanding the connection between program menu icons and tools understanding the connection between program menu icons and tools of the programs and file formats as they identify software groups, select task-formats. Software and File Fundamentals: Software and File Formats The learners will receive direct instruction and practice with software programs and file formats as they identify software groups, select task-formats The learners will receive direct instruction and practice with software programs and file formats as they identify software groups, select task-formats The learners will receive direct instruction and practice with software programs and file formats as they identify software groups, select task-formats The learners will receive direct instruction and practice with software programs and file formats as they identify software groups, select task-formats The learners will receive direct instruction and practice with software programs and file formats as they identify software groups, select task-formats The learners will receive direct instruction The learners will groups	24	IT Fundamentals	Fundamentals: Windows and	direct instruction and practice with dialog boxes and options windows, making selections using check boxes, radio buttons, scroll bars, and dropdown menus, and controls to close, maximize, minimize, restore,		Independent	12
Software Fundamentals Software Fundamentals Software Fundamentals Software Fundamentals Software Annual Programmental Software	Software Fundamentals Fundamentals Software Fundamentals Fundamentals Software and File Fundamentals Software and File Fundamentals Software and Fundamental Software programs, and create, soft	25	IT Fundamentals	Fundamentals:	direct instruction and practice navigating program menus and using toolbars, recognizing and using symbols, properties, and online help, and understanding the connection between program menu icons and toolbar		Independent	12
Concept Conc	Concept Curriculum Title Concept Curriculum Title Concept Curriculum Title Concept Concept Curriculum Title Concept Concept Curriculum Title Concept	26	IT Fundamentals	Fundamentals: Software and File	The learners will receive direct instruction and practice with software programs and file formats as they identify software groups, select task-appropriate software, start and exit software programs, and create, name, save, print, and close files in this engaging and interactive digital		Independent	12
Concept Concept Concept Component	Concept Component Compon							
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Keyboarding Keyboarding: Home Row and practice in the area of basic keyboarding techniques needed to type using the home row keys. The learners will gain knowledge about proper finger placement and posture. Keyboarding: Weyboarding: Upper Row Keyboarding: Lower Row Exploarding: Lower Row Lower Row Reys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. **Hittle ** **Hittle ** **Hittle ** **Hittle	Keyboarding Keyboarding: Home Row and practice in the area of basic keyboarding techniques needed to type using the home row keys. The learners will gain knowledge about proper finger placement and posture. The learners will receive direct instruction and practice with the basic keyboarding techniques needed to type using the upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home row keys in this engaging and interactive digital lesson. Keyboarding Keyboarding: Lower Row Keyboarding techniques needed to type using the upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home row keys in this engaging and interactive digital lesson. This engaging and interactive digital lesson provides direct instruction and practice with the basic keyboarding techniques needed to type using the lower row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. The learners will receive direct instruction and practice with keyboarding techniques needed to type using the number row keys, and practice with keyboarding techniques needed to type using the upper row keys. The learners will receive direct instruction and practice in keyboarding using the Shift key to type capital techniques needed to type using the lower finger placement and posture, and are provided a review of the home and upper row keys. The learners will receive direct instruction and practice in keyboarding using the Shift key to type	ESSON		* CIPA Required			Implementation	Time
Keyboarding Keyboarding: Upper Row Keyboarding: Upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. The learners will gain knowledge about proper finger placement and posture, and a review of the home and upper row keys. The learners will row learners receive direct instruction and practice with keyboarding techniques needed to type using the unmber row keys. The learners will row learners wi	Keyboarding Keyboarding: Upper Row		Concept Online Safety &	* CIPA Required topic *We the Digital Citizens - Student Video (Common	Description How can we be good digital citizens? Students explore the amazing possibilities that come with using technology. They'll also learn from the Digital Citizens, who take a pledge to be safe, responsible, and respectful when traveling through the online world. Note: Complete lesson plan & resources available.	Component	Implementation Model	Time (in minutes)
Activation and practice with the basic keyboarding techniques needed to type using the lower row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. **This engaging and interactive digital lesson, the learners receive direct instruction and practice with keyboarding techniques needed to type using the home and upper row keys. **This engaging and interactive digital lesson, the learners receive direct instruction and practice with keyboarding techniques needed to type using the number row keys, proper finger placement and posture, and a review of the home, upper, and lower row keys. **The learners will receive direct instruction and practice in keyboarding using the Shift key to type capital letters and symbols. The learners will use proper posture and finger placement, identify touch keys and reach keys, and type basic punctuation in this engaging and interactive digital lesson. **Minutes in Unit** **Description** **Learning** **Imdependent** **Independent** **Indep	30 Keyboarding Keyboarding: Lower Row	27	Online Safety & Digital Citizenship	* CIPA Required topic *We the Digital Citizens - Student Video (Common Sense Education) Keyboarding: Home	Description How can we be good digital citizens? Students explore the amazing possibilities that come with using technology. They'll also learn from the Digital Citizens, who take a pledge to be safe, responsible, and respectful when traveling through the online world. Note: Complete lesson plan & resources available. This engaging and interactive digital lesson provides direct instruction and practice in the area of basic keyboarding techniques needed to type using the home row keys. The learners will gain knowledge about proper finger placement and posture.	Instruction and	Implementation Model Independent	Time (in minutes)
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Keyboarding Keyboarding: Shift Key to type capital letters and symbols. The learners will use proper posture and finger placement, identify touch keys and reach keys, and type basic punctuation in this engaging and interactive digital lesson. Instruction and Practice Minutes in Unit ESSON Digital Literacy Curriculum Title Description Learning Implementation Time	Keyboarding Keyboarding: Shift Key to type capital letters and symbols. The learners will use proper posture and finger placement, identify touch keys and reach keys, and type basic punctuation in this engaging and interactive digital lesson. Minutes in Unit 65 ESSON Digital Literacy Curriculum Title Description	27 28 29	Online Safety & Digital Citizenship Keyboarding Keyboarding	* CIPA Required topic *We the Digital Citizens - Student Video (Common Sense Education) Keyboarding: Home Row Keyboarding: Upper Row	How can we be good digital citizens? Students explore the amazing possibilities that come with using technology. They'll also learn from the Digital Citizens, who take a pledge to be safe, responsible, and respectful when traveling through the online world. Note: Complete lesson plan & resources available. This engaging and interactive digital lesson provides direct instruction and practice in the area of basic keyboarding techniques needed to type using the home row keys. The learners will gain knowledge about proper finger placement and posture. The learners will receive direct instruction and practice with the basic keyboarding techniques needed to type using the upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home row keys in this engaging and interactive digital lesson. This engaging and interactive digital lesson provides direct instruction and practice with the basic keyboarding techniques needed to type using the lower row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys.	Instruction and Practice Instruction and Practice Instruction and Practice	Implementation Model Independent Independent Independent	Time (in minutes) 2 13
Minutes in Unit 68 LESSON Digital Literacy Curriculum Title Description Learning Implementation Time	Minutes in Unit 65 LESSON Digital Literacy Curriculum Title Description Learning Implementation Time	27 28 29 30	Online Safety & Digital Citizenship Keyboarding Keyboarding Keyboarding	* CIPA Required topic *We the Digital Citizens - Student Video (Common Sense Education) Keyboarding: Home Row Keyboarding: Upper Row Keyboarding: Lower Row	How can we be good digital citizens? Students explore the amazing possibilities that come with using technology. They'll also learn from the Digital Citizens, who take a pledge to be safe, responsible, and respectful when traveling through the online world. Note: Complete lesson plan & resources available. This engaging and interactive digital lesson provides direct instruction and practice in the area of basic keyboarding techniques needed to type using the home row keys. The learners will gain knowledge about proper finger placement and posture. The learners will receive direct instruction and practice with the basic keyboarding techniques needed to type using the upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home row keys in this engaging and interactive digital lesson. This engaging and interactive digital lesson provides direct instruction and practice with the basic keyboarding techniques needed to type using the lower row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. +++++++++++++++++++++++++++++++++++	Instruction and Practice Instruction and Practice Instruction and Practice Instruction and Practice	Implementation Model Independent Independent Independent Independent	Time (in minutes) 2 13 14
		27 28 29 30	Online Safety & Digital Citizenship Keyboarding Keyboarding Keyboarding Keyboarding	* CIPA Required topic *We the Digital Citizens - Student Video (Common Sense Education) Keyboarding: Home Row Keyboarding: Upper Row Keyboarding: Lower Row Keyboarding: Stift	How can we be good digital citizens? Students explore the amazing possibilities that come with using technology. They'll also learn from the Digital Citizens, who take a pledge to be safe, responsible, and respectful when traveling through the online world. Note: Complete lesson plan & resources available. This engaging and interactive digital lesson provides direct instruction and practice in the area of basic keyboarding techniques needed to type using the home row keys. The learners will gain knowledge about proper finger placement and posture. The learners will receive direct instruction and practice with the basic keyboarding techniques needed to type using the upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home row keys in this engaging and interactive digital lesson. This engaging and interactive digital lesson provides direct instruction and practice with the basic keyboarding techniques needed to type using the lower row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. **H++++++++++++++++++++++++++++++++++	Instruction and Practice	Implementation Model Independent Independent Independent Independent Independent	Time (in minutes) 2 13 14 13
		27 28 29 30	Online Safety & Digital Citizenship Keyboarding Keyboarding Keyboarding Keyboarding	* CIPA Required topic *We the Digital Citizens - Student Video (Common Sense Education) Keyboarding: Home Row Keyboarding: Upper Row Keyboarding: Lower Row Keyboarding: Stift	How can we be good digital citizens? Students explore the amazing possibilities that come with using technology. They'll also learn from the Digital Citizens, who take a pledge to be safe, responsible, and respectful when traveling through the online world. Note: Complete lesson plan & resources available. This engaging and interactive digital lesson provides direct instruction and practice in the area of basic keyboarding techniques needed to type using the home row keys. The learners will gain knowledge about proper finger placement and posture. The learners will receive direct instruction and practice with the basic keyboarding techniques needed to type using the upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home row keys in this engaging and interactive digital lesson. This engaging and interactive digital lesson provides direct instruction and practice with the basic keyboarding techniques needed to type using the lower row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. **H++++++++++++++++++++++++++++++++++	Instruction and Practice	Implementation Model Independent Independent Independent Independent Independent Independent	Time (in minutes) 2 13 14 13
Concept · Component woder (in min		27 28 29 30 31	Online Safety & Digital Citizenship Keyboarding Keyboarding Keyboarding Keyboarding Keyboarding	* CIPA Required topic *We the Digital Citizens - Student Video (Common Sense Education) Keyboarding: Home Row Keyboarding: Upper Row Keyboarding: Lower Row Keyboarding: Lower Row Keyboarding: Shift Key	How can we be good digital citizens? Students explore the amazing possibilities that come with using technology. They'll also learn from the Digital Citizens, who take a pledge to be safe, responsible, and respectful when traveling through the online world. Note: Complete lesson plan & resources available. This engaging and interactive digital lesson provides direct instruction and practice in the area of basic keyboarding techniques needed to type using the home row keys. The learners will gain knowledge about proper finger placement and posture. The learners will receive direct instruction and practice with the basic keyboarding techniques needed to type using the upper row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home row keys in this engaging and interactive digital lesson. This engaging and interactive digital lesson provides direct instruction and practice with the basic keyboarding techniques needed to type using the lower row keys. The learners will gain knowledge about proper finger placement and posture, and are provided a review of the home and upper row keys. **H++++++++++++++++++++++++++++++++++	Instruction Instruction and Practice Instruction and Practice	Implementation Model Independent Independent Independent Independent Independent Independent Minutes in Unit	Time (in minutes) 2 13 14 13 12 11 65

		* CIPA Required topic				
33	Online Safety & Digital Citizenship	Internet Usage: Online Information Basics	In this engaging and interactive digital lesson, the learners will receive direct instruction and practice browsing the Internet as they examine the difference between a web page and website, browse by following a series of hyperlinks, and learn to differentiate the Internet from the World Wide Web.	Instruction and Practice	Independent	15
34	Online Safety & Digital Citizenship	Internet Usage: Browsing and URLs	During this engaging and interactive digital lesson, the learners will receive direct instruction and practice with Uniform Resource Locators (URLs) as they identify URL components, use URLs to navigate to a web page, and use a browser to find and view information online.	Instruction and Practice	Independent	15
35	Online Safety & Digital Citizenship	Internet Usage: Safe and Effective Online Searches	The learners will receive direct instruction and practice using effective keywords and categories in search engines as they identify successful online searches, and consider their privacy and safety when providing personal information on the Internet in this engaging and interactive digital lesson.	Instruction and Practice	Independent	15
36	Online Safety & Digital Citizenship	Internet Usage: Research, Resources, and Ethics	In this engaging and interactive digital lesson, the learners will receive direct instruction and practice using web sites for research as they validate online information and author credibility, and respect intellectual property by properly citing online resources.	Instruction and Practice	Independent	15
					Minutes in Unit	60
LESSON	Digital Literacy Concept	Curriculum Title	Description	Learning Component	Implementation Model	Time (in minutes)
37	Business Applications	Word Processing: Basic Document Creation	Learners will receive direct instruction and practice in the area of basic word processing skills. The learners will gain knowledge about how to input text, move the cursor, add spaces, erase typed information, and save and print documents during this engaging and interactive digital lesson.	Instruction and Practice	Independent	12
38	Business Applications	Word Processing: Formatting Text	In this engaging and interactive digital lesson, the learners will receive direct instruction and practice formatting text in word processing documents using the bold, underline, italic, and font size features, opening documents and using the select, cut, copy, and paste features.	Instruction and Practice	Independent	15
			<u> </u>		Minutes in Unit	27
LESSON	Digital Literacy	Curriculum Title	Description	Learning	Implementation	Time
	Concept	* CIPA Required		Component	Model	(in minutes)
39	Multimedia	Visual Mapping: Groups and Labels	The learners will represent thoughts and organized ideas through the use of clip art, text, labeled objects and the link tool in visual mapping software as they receive direct instruction and practice in this engaging and interactive digital lesson.	Instruction and Practice	Independent	12
40	Multimedia	Visual Mapping: Attributes and Linking	During this engaging and interactive digital lesson, the learners will receive direct instruction and practice with visual mapping software as they enhance text using bold, italics, and underlining, modify arrow attributes and adjust elements of style, color, and size for the background and clip art.	Instruction and Practice	Independent	12
			++++++++++ Quarter 4 ++++++++	++		
41	Multimedia	Visual Mapping: Idea Webs	The learners will create, replace, resize, erase, move, and link objects and text using a variety of tools within visual mapping software as they receive direct instruction and practice during this engaging and interactive digital lesson.	Instruction and Practice	Independent	12
42	Multimedia	Visual Mapping: Formats and Outlines	Through direct instruction and practice in this engaging and interactive digital lesson, the learners will use visual mapping software to create outlines and diagrams using the create and write tools, and add text to organize and enhance their pre-write documents.	Instruction and Practice	Independent	12
					Minutes in Unit	48
LESSON	Digital Literacy Concept	Curriculum Title	Description	Learning Component	Implementation Model	Time (in minutes)
43	Online Safety & Digital Citizenship	Digital Trails - Student Video (Common Sense Education)	What information is OK to have in your digital footprint? Does what you do online always stay online? Students learn that the information they share online leaves a digital footprint or "trail." Depending on how they manage it, this trail can be big or small, and harmful or helpful. Students compare different trails and think critically about what kinds of information they want to leave behind. Note: Complete lesson plan & resources available.	Instruction	Whole Group	3
44	Computer Science	Computational Thinking: Directions	The learners receive direct instruction and practice with computational thinking and using directions as a list of ordered steps that explain how to accomplish a task, achieve a goal, or solve a problem. They collect and organize information to create a set of directions that they test for accuracy and completeness in this engaging and interactive digital lesson.	Instruction and Practice	Independent	15
					Minutes in Unit	18
LESSON	Digital Literacy Concept	Curriculum Title	Description	Learning Component	Implementation Model	Time (in minutes)
45	Business Applications	Spreadsheets: Parts	During this engaging and interactive digital lesson, the learners will receive direct instruction and practice with spreadsheets. Learners will gain experience with worksheets, cells, rows, columns, cell addresses, labels, navigating tables, and entering data.	Instruction and Practice	Independent	9
46	Business Applications	Spreadsheets: Navigating Cells, Rows, and Columns	Through direct instruction and practice in this engaging and interactive digital lesson, the learners will organize information in a spreadsheet by navigating cells, rows, and columns, editing or deleting data, adding titles, and including labels in a table.	Instruction and Practice	Independent	10

47	Business Applications	Spreadsheets: Cell Formatting	The learners will receive direct instruction and practice formatting cells in a spreadsheet by merging and grouping cells, applying number formats, aligning cell data, adding borders and color to cells, and indenting data in this engaging and interactive digital lesson.	Instruction and Practice	Independent	12
48	Business Applications	Spreadsheets: Columns and Rows	This engaging and interactive digital lesson provides direct instruction and practice as the learners insert and resize rows and columns, enter data into a spreadsheet, use alphabetical and numerical sort functions, use the summation function, and alphabetically organize information in a table.	Instruction and Practice	Independent	10
49	Business Applications	Spreadsheets: Line Charts	This engaging and interactive digital lesson provides direct instruction and practice as the learners work with line charts in a spreadsheet program. They will use data found in a spreadsheet to create and label line charts, then practice reading and interpreting data found in a line chart.	Instruction	Independent	8
50	Business Applications	Databases: Classifying Data	In this engaging and interactive digital lesson, the learners will receive direct instruction and practice classifying data as they identify, gather, and organize data in a table by cells, rows, and columns.	Instruction and Practice	Independent	8
51	Business Applications	Databases: Using Databases to Store and Organize Data	In this engaging and interactive digital lesson, the learners will receive direct instruction and practice with the parts of a database including fields, records, tables, datasheets, and forms. They will also learn how to find, group, and compare data.	Instruction and Practice	Independent	9
					Minutes in Unit	66
					Total Minutes	481