

## Wilson Area School District Planned Course Guide

**Title of planned course:** Technology

**Grade Level:** 4

**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 4

*Major focus on Google Classroom/Slides*

\*\* 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.\*\*

	Major Themes	Minor Themes/Activities
September	Expectations	<a href="#">Chromebook Slides</a>
		WASD Acceptable Use Policy
	Logging in to Google	Log-in Boot Camp if needed
	Google Classroom	Join class; navigate using links provided
	Google Docs	<a href="#">Google Docs Scavenger Hunt</a>
		Create, name, and share a new document as directed
		Complete writing assignments in Google (proper alignment and spacing; teach double spaced)
Google Drive	Create a folder; organize files into 2-3 folders	
Internet	Add frequently used websites to shelf for ease of access; navigate browser/links as directed by the teacher	
October	Google Classroom	Complete & turn in assignments
		Respond to discussion questions
	Google Mail	Access, navigate, organize (continued yearlong)
	Google Docs	Use basic keyboard shortcuts (cut, copy, paste)
<a href="#">Shortcuts Practice Assignment</a>		
Digital Citizenship	<a href="#">Unit 2 lesson 1 of 3-5 Digital Citizenship curriculum</a>	
November	Google Docs	Use toolbar icons, word art, images, and change the page orientation.
		<a href="#">"My Favorite Place" assignment</a>
	Google Slides (Introduce/ Review)	<a href="#">Google Slides Scavenger Hunt</a>
Digital Citizenship	<a href="#">Unit 2 lesson 2 of 3-5 Digital Citizenship curriculum</a>	
December	Google Slides	Create a brochure using a teacher provided template
	Typing	Consider reviewing explicit typing skills using <a href="https://www.typingclub.com">https://www.typingclub.com</a>
	Digital Citizenship	<a href="#">Unit 2 lesson 3 of 3-5 Digital Citizenship curriculum</a>
January	Google Docs	Insert Table (Ex. sorting objects)

		<a href="#">Example assignment.</a>
February	Google Slides	Create a 6-slide Google Slides presentation on an assigned topic (uses text, graphics, themes, and animations); class presentations when finished
	Research Practices	Use a search engine to find answers to content-related questions (for Google Slides presentation); Focus on using keywords to search
	Digital Citizenship	<a href="#">Unit 2 lesson 4 of 3-5 Digital Citizenship curriculum</a>
March	Research Practices	Create a Works Cited page
	Digital Citizenship	<a href="#">Unit 2 lesson 5 of 3-5 Digital Citizenship curriculum</a>
April	Google Docs	Insert Table (Ex. pictograph)
		<a href="#">Example assignment.</a>
May	Coding	Basic exposure to coding via Hour of Code (code.org)
	Typing	Consider reviewing explicit typing skills using <a href="https://www.typingclub.com">https://www.typingclub.com</a>
	Digital Citizenship	<a href="#">Unit 3 lesson 4 of 3-5 Digital Citizenship curriculum</a>

## Curriculum Scope & Sequence

**Title of planned course:** Technology

**Grade Level:** 4

**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
- Navigate through Google Apps, including Drive, Mail, Docs, Slides, and Classroom
- Print assignments using assigned printer
- Organize their Google Drive
- Organize their Google Mail
- Add frequently used websites to shelf for ease of access
- 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 2-3 different occasions as needed
- [Google Docs Scavenger Hunt](#)
- [Google Slides Scavenger Hunt](#)
- Use typing website (<https://www.typingclub.com>) to continue typing proficiency if needed (review--introduced and practiced in grade 3)
- Create 2-3 folders within Google Drive. Organize files by topic (ex. ELA, science, social studies)
- Access Google Mail. Delete unimportant emails. Draft and send teacher-directed emails.
- Join teacher-created Google Classroom. Independently navigate and complete posted assignments, questions, and announcements.
- 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:** 4

**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: undo, redo, zoom, font properties, formatting, insert images/drawings
  - Introduce: spacing and alignment; bullets and numbering
- Use basic shortcuts (cut, copy, paste)
- Change the orientation of a page in Google Docs
- Insert a table into one of Google's apps
- Format and manipulate images and graphics into a document
- Create a Google Slides presentation that has a text, images, and animations
- Create or choose a theme/background for a Google Slides presentation
- Present a Google Slides presentation
- Use Google Classroom to navigate links, participate in questions and discussions, and turn in assignments
- Print assignments using assigned printer
- Use coding to complete a task
- Use fourth grade level technology vocabulary (see Grade Level Vocabulary Appendix for specific terms)

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

- [Google Docs Scavenger Hunt](#)
- Complete writing assignments using Google Docs, in which students use proper capitalization, punctuation, spacing, and alignment (ex. require left aligned, double spaced); Instruct students to print completed assignments.
- Prepare a document with text for students to practice using basic shortcuts. See [example assignment](#).
- Create a document which requires students to use toolbar icons, word art, images, and change the page orientation. Use with any content area topic. See example assignment ["My Favorite Place."](#)
- Correctly complete Google Classroom discussion posts and questions.
- Turn in assignments on Google Classroom as assigned.
- Create a table to sort various objects by their properties. Teach students to center align text in the table. See [example assignment](#).
- Create a pictograph using data from a survey or other source--input data into a table created in Google Docs. Use images from the web or shapes to display data. See [example assignment](#).
- 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 info & a free template
- Create a 6 slide Google Slides presentation on an assigned topic. Include a title slide. Insert text and a graphic into each slide. Later, instruct students to change the background and add basic animations for each element of the slide. Present this to the class.
  - **Google Slides will be taught during library class time with library teacher.**
  - Sample Topic Ideas
    - Novel summary- choose 5 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
    - [Animals](#)-choose one and describe its animal classification, location in the world/ecosystem, habitat, adaptations
    - [Native Americans](#)- choose one tribe and describe their location, shelter, food, clothing, art
    - How to Survive 4th grade- describe the best parts, classwork tips, homework tips, behavior tips
    - Click [here](#) for other ideas
- The Hour of Code or other coding activity ([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:** 4

**Unit:** Internet Applications and Safety

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

- Use internet browser to conduct research
- Use internet to reinforce skills learned in the classroom
- Create a Works Cited page
- Understand that private information needs to be protected
- Create secure passwords in order to protect their private information and accounts online
- Learn appropriate ways to deal with cyberbullying
- Learn appropriate ways to handle spam
- Understand the Acceptable Use Policy and how it is related to copyright issues

**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. A final page will be a [works cited](#)
  - **Research & Works Cited 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 4 should complete Unit 2 of [3-5 Digital Citizenship curriculum](#) (5 lessons); Cyberbullying lesson from Unit 3
  - **Unit 2 Lessons 1-4 to be completed during scheduled library class time; Classroom teacher is responsible for remaining 2 lessons**
- FBI Online [safety lessons](#)

**Instructional Methods:**

- Demonstration
- Video
- Explicit instruction
- Activities

**Assessments:**

- Teacher created assessments
- Observations

**Appendix A:**

**Technology Related Vocabulary: Grade 4**

1. **Align** – position text on a screen either centered, left or right
2. **Animations** – moving graphics on a computer screen
3. **Email** – electronic mail sent from one computer to another
4. **Launch** – start a program
5. **Layout** – the arrangement of text and graphics in a document or information in a database
6. **Page orientation** – direction information is laid out on a computer screen or printed page (landscape vs. horizontal)
7. **Shortcuts** – one or more keys you press on the keyboard to complete a task
8. **Template** – predesigned document to which information is added
9. **Toggle** – switch between open programs
10. **Transitions** – special effects used to go from one slide to another in a slide show
11. **Web browser** –program used to view web pages

## **Appendix B:**

### **Technology Links and Resources: Grade 4**

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

#### **Sample Curriculum Assignment Templates**

**\*\*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](#)
- [Page Orientation/Formatting: My Favorite Place](#)
- [Create a Table](#)
- [Create a Pictograph](#)
- Sample Google Slides Brochure Ideas
  - [State project](#)
  - [Animal study](#)
  - [Informational brochure](#) about your class for next year (click for info and free template)
- [Grade 4 Animals Google Slides](#)
- [Grade 4 Native Americans Google Slides](#)
- [Grade 3-4 About Me Google Slides](#)
- [Vocabulary Table](#)

#### **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
  - [Arhive.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://www.kidzsearch.com/>
  - <http://quinturakids.com/>
  - <http://kidrex.org/>
  - <http://kidsclick.org/>
  - [http://www.squirrelnet.com/search/Google\\_SafeSearch.asp](http://www.squirrelnet.com/search/Google_SafeSearch.asp)
- **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](https://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)