

As Technology teacher at OLL I try to follow the WI state standards and actually exceed them with our students. For example I take the Grade 8 standards and try to accomplish them by the end of our Grade 6, so that our students are ahead of the rest. This is just one thing that makes our school better. We are accelerated.

Below are some of the topics we cover in Technology Classes at OLL. My main goal is to make sure our students do come out ahead of the other schools in this area even with our limited resources. I do keep an eye on what they are doing at the public schools in this area and compare. I also use what I know about the other districts in which my other schools are in and use that information in preparing OLL's curriculum.

- ✓ Keyboarding
- ✓ Integration of subjects from classroom (Math, Reading, Phonics, Social Studies)
- ✓ General Mouse use
- ✓ Knowledge of computer terminology
- ✓ Care of the Computer Equipment
- ✓ Use of a Network
- ✓ Internet
 - Internet Safety (VERY IMPORTANT part of class)
 - What is out there on the Internet (what can they do).
 - How to use the Internet Explorer Software
 - How to search
 - Search engines / subject directories
 - Website reliability / accuracy
 - Good sites to use vs. poor sites and how to spot them
 - Netiquette
 - The 10 Commandments of Computer Ethics
 - Copyright laws
 - How to cite websites in a paper
 - Proper use of email (they are not allowed to email in school though)
 - How to implement the Internet in their daily lives
 - Researching topics.
 - Use Online dictionary / encyclopedia / thesaurus, etc.
- ✓ Website Design (5th and 6th Grade)
- ✓ Word Processing
 - As 5th and 6th graders we go through just about every menu item in Microsoft Word. We look at the basics such as fonts, margins, alignment, line spacing, clip art, copy / paste, etc. We also look at the more advanced stuff such as Borders, page borders, indentations, tabs, text effects, text boxes, autoshapes, layout, inserting tables, columns, drop cap, inserting diagrams, making forms, labels, envelopes, etc (all of this is beyond the coming in and typing a report). We usually do comprehensive projects to practice all the topics we learn / discuss.
- ✓ PowerPoint
 - We touch on this in 2nd grade where we make dinosaur PowerPoint presentations and then we do all the advanced functions in 4th and 5th grade.
 - Choose your adventure PowerPoint
 - Integrate writing into PowerPoint

- These presentations are very complex with many advanced PowerPoint functions.
 - Graduation PowerPoint by 6th graders to show at Graduation Reception.
 - These have pictures integrated into it along with sounds and all the bells and whistles the program has to offer.
- ✓ Spreadsheet
 - As part of our Business unit in 4th grade “Microsoft Excel” is taught where the students make a chart and bar graph of the data they collected while playing the business simulation games like “Lemonade Stand” and “Hot Shot Business”. Math is also integrated into this project along with use of the computer calculator.
 - We touch on “Excel” again in 5th and 6th grade and use more of the “fx” functions (ex: SUM).
- ✓ Digital Photography
 - This year I have planned on beginning a unit on digital photography.
 - I would like to get together an OLL photography club where the students could in computer class first learn how to best take pictures, learn how to set the cameras to the proper setting for the proper situation. Then they would take pictures at various OLL events and manipulate these photos in computer class on the computer.
- ✓ Digital Video
 - This year or next year I would like to begin a unit on digital videoing, and then using those videos to make professional looking videos to be shown on DVD
 - Maybe the students could make these videos in computer class and they could be used to help sell (advertise) the school, since they often would be of OLL events etc.
- ✓ Use of the scanner
- ✓ Recognizing computer hardware and software problems and recognize simple solutions to these problems.
- ✓ Microsoft Publisher
- ✓ Creative Writing
 - We do a lot of creative writing in computer class mainly using our programs: “Kid Works Deluxe”, “Kid Pix 4”, “Word”, and “PowerPoint”
 - When we use “Kid Pix 4” to create our books we often turn them into slide shows.
- ✓ Art
 - Being that there is no Art teacher we often do a lot of art type stuff on the computer mainly in the lower grades using “Kid Pix 4”.
- ✓ Miscellaneous
 - Geography
 - Use “Google Earth”, Google maps, Yahoo Maps, etc.
 - Look and feel of computer
 - Students learn how to customize their computers like changing backgrounds, etc. to best suit themselves.
 - Printing to different Printers
 - Knowledge of a server and what a server does
 - History of Technology
 - Discussion of Virus Protection
 - Discussion of Spam, Ad ware, malware, etc.