

## **SLO # 2 Practical ideas and suggestions to meet this goal**

### **Technologically Skilled Individuals who:**

**Demonstrate competence in the use of a computer.**

**Demonstrate competence with basic software programs and other appropriate technological equipment.**

### **Practical ideas and suggestion to meet this goal:**

1. Computer class to cover Microsoft programs.
2. ROP-CISCO networking and other classes available.
3. The CWCS Learning Centers have computer labs for student use.
4. The Student creates projects on computer: flyers, spreadsheets, type work assignments.
5. Word Processing (typing various reports)
6. Internet research, email, PowerPoint, instant messenger, Photoshop.
7. Do Google search on just about any topic and it'll have helpful links.
8. Have seniors complete a working resume before graduation. Available in a word program on a computer or books for helpful hints.
9. Internet "scavenger hunt"
10. ROP course through Stanislaus County for A-1 Certificate for repairing computers. Year-long course with test at the end that gives student certificate for employment. Starting jobs are \$50 per hour.
11. Using the computer to communicate
12. Instant messaging
13. Communicate with teacher/students via email
14. Great website, [GCF Global](#), which offers free classes for any age online to learn several different computer programs such as Word, Excel, PowerPoint, etc. There are enough lessons for a high school student to receive 5 credits for computer education.

### **Curriculum Suggestions:**

Mavis Beacon (typing tutor)

Pathway Publishing (online courses)

Reader Rabbit, Leap Frog, Carmen San Diego

New Horizon's Computer Learning Center- online classes and certification programs! For \$93 a year, online computer classes.

Typing Tutor

Scholastic- Internet Kids

Weiser-Computer Survival (Kit)

PowerPoint made easy -Border Books

Books by: Shelley Cashman- (high school technology books-for intermediate to advanced students) Border Books, or Thompson Learning

Computer Literacy workbook through Globe Fearon

Print Shop-Broderbund-Make cards, newsletters, pamphlets, ets

Typing Instructor-Office Depot

My Scrapbook 2- Office Depot/Allos scrap bookers to customize a variety of themed scrapbooks pages, add photos, clip art, and journaling, and then print out complete pages. Use the easy-to-use phot editing tools to improve your favorite pictures

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MOUS-Microsoft Office User Specialist-available through Glencoe

“For Dummies” series is good for Junior high/high school students. Available through Borders.

Reader Rabbit CD-ROMs for elementary