

Norwood Public Schools
Coakley Middle School

Grade 8 Computers Curriculum Overview

Description

In this age of rapidly changing information technology, students need to acquire the skills to function effectively in their academic careers. Computers skills are essential for learning and for modern citizenship. This class has changed recently from a sixth grade class emphasizing word processing and basic computer skills to an 8th grade class covering PowerPoint, spreadsheet, internet, and computer research skills.

Learning Experiences:

Students meet every other day for a trimester for a total of thirty classes in this minor class. Students then switch to a different exploratory for the other trimesters. Each class session involves an overview of computer skills necessary for the daily assignment and then “hands on” computer access by the students to practice the newly learned skills. Longer term assignments, such as following the stock market, help students to coordinate numerous skills to produce quality projects and utilize technology for many purposes including support of concepts from other classes.

Content Outline:

Meetings	1 – 3	Overview of Basic Computer Functions
Meetings	4 – 15	Excel Spreadsheet Operations
Meetings	16 – 23	Advanced Computer Operations and Projects
Meetings	24 – 30	PowerPoint Features and Multi-Media Project

Resources Used:

Resources include the teacher-constructed assignment binder, internet sources of information, and materials from Core classes.