

Technology Class

Miss Christa

tech@kirkschool.org

Office Hours: T/W/TH 9-2:30

Dear Parents,

Welcome to the wonderful world of technology! Please see the enclosed lists of goals based on the age of your child. The enclosed "Student Tech Report" will come home to you periodically, please see that your child returns the signed copy to their classroom. Also enclosed, is a tentative list of assignments that we will do in class. Your child visits the tech lab roughly about an hour every week. That is not much time, so for grades 1-5, I highly recommend 10-15 minutes of typing at home using the home row keys or journaling on a computer. Also, each grade has a portfolio of the work they complete all year long so that you may see their progress and it is amazing!

A quick note on grades:

Lower grades in tech class ONLY reflect a need for additional support or practice at home or non-completion of work. Artistic merit is never a consideration when a project is graded. From Kindergarten up, kids are encouraged to keep a tidy portfolio, follow directions and complete assignments to the best of their ability. Each assignment is designed to be a teaching tool. Feel free to email me or come and visit me during office hours. Children are welcome to come visit me during lunch on my office days. Looking forward to a happy year together!

Miss Christa ☺



Miss Christa and her husband, Buddy – you may see him underneath a desk or standing on a ladder around Kirk – have a technology integration and management firm. She has nearly 20 years in the tech industry with an emphasis on management and training in accounting software and educational technology. In 2009, while her son, Jack, was attending Kirk o’ the Valley, she decided to take help give Kirk a technology makeover. She brings her training background into the classroom and teaches in a collaborative, project based manner. From Kindergarten to fifth, children are introduced to software and products with real world application in school and beyond.

You are likely to see a small child running around in her classroom during off hours, that is James. He attends the tot center, just like his brother Jack did 13 years ago!

Goals for 1st Grade in Technology

Kids should already:

1. Follow directions (including clean up, start up and assignments)
2. Follow Class rules (headsets, no running, respect computers and others)
3. Log onto user profile without help

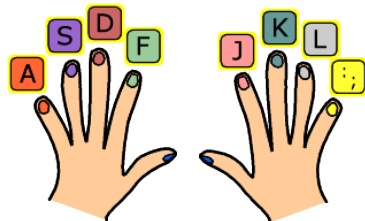


4. Understand how to printing, opening and closing programs on their own
5. Attempt to play first grade based learning games at school and at home
<http://www.jumpstart.com/Games/Games.aspx>
http://www.abcya.com/first_grade_computers.htm
6. Have a basic understanding of graphic tools (draw, paint, squares, circles, fill)



Kids will learn or are learning:

7. *Attempting to use the home row key (hands lined up as below) while typing and following some starter typing lessons. Practice at home using this method is a great idea and many of the kids LOVE IT!*



<http://www.bbc.co.uk/schools/typing/>

8. Understanding Computer Safety and HOW to be a good Cyber Citizen
9. Beginning concept of HOW a computer works, identify various parts of a pc
10. Completing Assignments and maintaining a neat portfolio.
11. Beginning Microsoft Word documents, spreadsheets, desktop publishing and slide shows.

Being safe on computers in and outside of school

Please review the enclosed PLEDGE to be a good Digital Citizen with your children and return with both of your signatures.

Though we have safety protocol at work on technology at Kirk, everywhere your kids go there is a potential for internet access. Today, even phones cause a potential threat. So preparing them in advance for this world is paramount.

We believe the best recourse is to educate our kids on how to be safe, empower but also protect them. Remember, even though we are talking to them about computer safety, email, text messaging and video messaging are worth monitoring.

Whenever possible, make your child's technology TRANSPARENT while they are still young. Does your child have a phone? Email? Let them know these items are a privilege and sharing with you is necessary for their safety. When you can, go online with your kids. See where they are going. Look at the ads that come up when they are on sites. Most Windows machines have access to download MSN's family safety protocol. It is safe and easy. Or Check out Safeguard, a McGruff the Crime Dog tool for tracking activity on a pc. At school, kids are monitored on the pcs. Do your kids have pcs in their rooms? Are the pcs in a public area? Public areas make keeping track of internet activity easier.

We are also talking to kids about digital footprints and thinking before we put our faces and information out there for others to see.

Remember, even though we trust our kids, with technology they are interfacing with a whole world. Technology is an amazing tool for our kids that are here to stay. At Kirk, we will show children Pre-K – 5th, how to use technology in a fun, safe and educational manner!

Please review the safety pledge and make a copy to post near the computer at home, please send one copy back to us at Kirk to remind them of their pledge.

Some useful sites:

<http://www.netsmartz.org/Parents>

<http://www.protectkids.com/report/index.htm>

http://www.abcya.com/digital_five_internet_safety.htm

<http://www.netsmartzkids.org/>

Excelsior! Miss Christa

I Pledge to be a GOOD Digital Citizen

As a kid, I promise to:

- Protect my personal information.
 - Use screen names that don't tell people my information such as your name, address, birthday or school.
 - Don't give out personal information about myself or a friend while online.
 - Don't share photos with people I meet online.
 - Never fill in personal information on an online form without getting my parent's permission first.
- Never arrange to meet someone you met online in person.
- Talk to your parents or a trusted adult if you come across any information online that makes you uncomfortable.
- Keep account IDs and passwords secret online or offline. The only people you should share them with are your parents or guardian.
- Never open e-mails from people you don't know – delete them.
- Remember! Anything you write or pictures that you post on the Internet are not private – they can be seen by anyone around the world.

Digital Safety Tips for Parents

- Keep the computer in a family area, such as the kitchen or living room—not in your child's bedroom.
- Establish your own family policy for acceptable computer use.
 - List what is and is not allowed.
 - Set time limits.
- Spend time with your children online.
 - Ask them what sites they visit and what they do there.
 - Check the privacy policy of their favorite sites to understand what information is being collected about your child and how it is being used.
- Talk to your child about the importance of protecting personal information about themselves or others while online.
- Encourage open and honest communication.
 - Let them know they can talk to you about anything that makes them uncomfortable online.

I have read the above information and understand everything I have read. I will get my pledge checked of and bring it back home as a reminder of how to be safe on the internet.

X _____ **Student signature/date**

X _____ **Parent signature/date**

Tech Student Report

Grade **1st Grade** Month _____ Name _____

What have we done so far?:

- Technology Portfolio Cover/Graffiti Art (Kidpix)
- Self Portrait (Kidpix)
- Wordle Word Cloud
- Holiday Postcard (Kidpix)
- ABC Book (Kidpix)
- Pattern Design: Spider Web (Kidpix)
- Thankful Letter (Word)
- T-shirt Design (Kidpix)
- Typing Check in with Miss Christa
- All about me page (Kidpix)
- What's for dinner? (Kidpix)
- T is for Turkey (Kidpix)
- Using the Circle Tool: Snowmen (Kidpix)
- Innovation: My Future House (Kidpix)
- Tech parts: what is a motherboard
- Globalization: It's a small World (Kidpix)
- Valentine (Kidpix)
- Typing Check in with Miss Christa
- If I were president (Kidpix)
- Mondrian Art Project – Stain Glass (Kidpix)
- Graphing: Jelly Bean Graph (Excel)
- Tiny Robots (Kidpix)
- Weird Animal (Kidpix)
- Weird Animal (Powerpoint)
- Spring Garden (Kidpix)

- Missing or incomplete

✓ Complete with good

Homework:

1. Typing for 10 minutes, 3 times a week on <http://www.bbc.co.uk/schools/typing/>
2. Return Monthly Report for Credit

Parent Communication:

Parent Signature _____

Basic Skills

- Opening up programs
- Closing programs
- Printing Independently
- Cleaning up your space

Typing

- Beginning home row key

Graphics Program

- Kidspix

Microsoft Programs

- Word
- Excel
- Powerpoint

Internet Basics

- Finding and opening Google Chrome
- Digital Citizenship

Technology

- Logging In
- Beginning parts of the Computer

Key

✓ **Meets Current Class Standards**

- **Does NOT meet Current Class Standards**

And needs support