

## K-2<sup>nd</sup> Grade Computer Skills

Assignment	Technology Skills	Activity
<p style="text-align: center;"><b>Parts of the Computer</b></p>	<ul style="list-style-type: none"> <li>• monitor</li> <li>• printer</li> <li>• headphones</li> <li>• CPU</li> <li>• mouse</li> <li>• keyboard</li> </ul>	<ul style="list-style-type: none"> <li>• Practice logging into the computer.</li> </ul>
<p style="text-align: center;"><b>Using the Mouse</b></p>	<ul style="list-style-type: none"> <li>• Left Click</li> <li>• Right Click</li> <li>• Double Click</li> <li>• Scroll Wheel</li> </ul>	<ul style="list-style-type: none"> <li>• Practice logging into the computer. <a href="#">Practice Mouse Skills</a></li> </ul>
<p style="text-align: center;"><b>Using the Mouse</b></p>	<ul style="list-style-type: none"> <li>• Review               <ul style="list-style-type: none"> <li>○ Left Click</li> <li>○ Right Click</li> <li>○ Double Click</li> <li>○ Scroll Wheel</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Practice Mouse Skills</a></li> </ul>
<p style="text-align: center;"><b>Typing</b></p>	<ul style="list-style-type: none"> <li>• Home row</li> <li>• Space Bar</li> <li>• Backspace</li> <li>• Enter/Return</li> <li>• Shift</li> </ul>	<ul style="list-style-type: none"> <li>• Practice logging into the computer.</li> <li>• Type provided sight word list in Microsoft Word.</li> </ul>
<p style="text-align: center;"><b>Typing</b></p>	<ul style="list-style-type: none"> <li>• Review parts of the keyboard.</li> <li>• Teach students proper figure position on the keyboard.</li> </ul>	<ul style="list-style-type: none"> <li>• Practice logging into the computer.</li> <li>• Log into Typing Agent. Complete a lesson.</li> </ul>
<p><b>Extension Activity: Create a doghouse using shapes in Microsoft Word.</b></p>		