

Standard	Benchmark/Skill	Essential Question/Goal	Activity/Lesson Plan	Assessment	Resources
Creativity and Innovation	Students demonstrate creative thinking, construct knowledge, and develop innovative products and processes using technology.	<ul style="list-style-type: none"> • Apply existing knowledge to generate new ideas, products, or processes • Use models and simulation to explore complex systems and issues • Identify trends and forecast possibilities 	Vocabulary Textbook step-by-step directions Hands-on Projects Internet Research Activities Business Simulations	Worksheets Internet Activities Hands-on Projects 9 Weeks and Semester Tests End of Year Cumulative Project	http://www.21things4students.net/ https://www.thinkbeforeyoulinkinchool.com/students www.typing.com http://www.frillios-pizza.com/ www.icevonline.com

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Communication and Collaboration	Students use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others.	<ul style="list-style-type: none"> • Communicate information and ideas effectively to multiple audiences using a variety of media and formats • Contribute to project teams to produce original works or solve problems 	Vocabulary Textbook step-by-step directions Hands-on Projects Internet Research Activities Business Simulations	Worksheets Internet Activities Hands-on Projects 9 Weeks and Semester Tests End of Year Cumulative Project	http://www.21things4students.net/ https://www.thinkbeforeyoulinkinchool.com/students www.typing.com http://www.frillios-pizza.com/ www.icevonline.com

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Research and Information Fluency	Students apply digital tools to gather, evaluate and use information	<ul style="list-style-type: none"> Locate, organize, analyze, evaluate, synthesize, and ethically use information from a variety of sources and media Evaluate and select information sources and digital tools based on the appropriateness to specific tasks Process data and report results 	Vocabulary Textbook step-by-step directions Hands-on Projects Internet Research Activities Business Simulations	Worksheets Internet Activities Hands-on Projects 9 Weeks and Semester Tests End of Year Cumulative Project	http://www.21things4students.net/ https://www.thinkbeforeyoulinkinchool.com/students www.typing.com http://www.frillios-pizza.com/ www.icevonline.com

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Critical Thinking, Problem Solving, and Decision Making	Students use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources.	<ul style="list-style-type: none"> Use multiple processes and diverse perspectives to explore alternative solutions 	Vocabulary Textbook step-by-step directions Hands-on Projects Internet Research Activities Business Simulations	Worksheets Internet Activities Hands-on Projects 9 Weeks and Semester Tests End of Year Cumulative Project	http://www.21things4students.net/ https://www.thinkbeforeyoulinkinchool.com/students www.typing.com http://www.frillios-pizza.com/ www.icevonline.com

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Digital Citizenship	Students understand human, cultural, and societal issues related to technology, and they practice legal and ethical behavior.	<ul style="list-style-type: none"> Advocate and practice safe, legal, and responsible use of information and technology 	Vocabulary Textbook step-by-step directions Hands-on Projects Internet Research Activities Business Simulations	Worksheets Internet Activities Hands-on Projects 9 Weeks and Semester Tests End of Year Cumulative Project	http://www.21things4students.net/ https://www.thinkbeforeyoulinkinschool.com/students www.typing.com http://www.frillios-pizza.com/ www.icevonline.com

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Technology Operations and Concepts	Students demonstrate a sound understanding of technology concepts, systems, and operations.	<ul style="list-style-type: none"> Understand and use technology systems Select and use applications effectively and productively 	Vocabulary Textbook step-by-step directions Hands-on Projects Internet Research Activities Business Simulations	Worksheets Internet Activities Hands-on Projects 9 Weeks and Semester Tests End of Year Cumulative Project	http://www.21things4students.net/ https://www.thinkbeforeyoulinkinschool.com/students www.typing.com http://www.frillios-pizza.com/ www.icevonline.com

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<p>Career and Technical Education Standard 1</p> <p>25. employ spreadsheet applications to organize and manipulate data;</p> <p>a. 9th – 12th Grade</p> <p>i.create a spreadsheet;</p> <p>ii.perform calculations and analyses on data using a spreadsheet;</p> <p>Learn to use Microsoft Excel to create spreadsheets.</p>	Students demonstrate working knowledge of Microsoft Excel.	<ul style="list-style-type: none"> To provide a foundation for completing spreadsheets using Microsoft® Excel 	<p>Vocabulary</p> <p>Textbook step-by-step directions</p> <p>Tutorial Videos</p> <p>Hands-on Projects</p> <p>Internet Research Activities</p> <p>Business Simulations</p>	<p>Worksheets</p> <p>Internet Activities</p> <p>Hands-on Projects</p> <p>9 Weeks and Semester Tests</p> <p>End of Year Cumulative Project</p>	<p>http://www.21things4students.net/</p> <p>https://www.thinkbeforeyoulinkinchool.com/students</p> <p>www.typing.com</p> <p>http://www.frillios-pizza.com/</p> <p>www.icevonline.com</p> <p>Excel It - BE Publishing</p>

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<p>Use technology, including the Internet, to produce, publish, and update individual or shared writing products, taking advantage of technology's capacity to link to other information and to display information flexibly and dynamically.</p>	Students demonstrate working knowledge of Microsoft Word.	<ul style="list-style-type: none"> To provide a foundation for completing documents using Microsoft® Word 	<p>Vocabulary</p> <p>Textbook step-by-step directions</p> <p>Tutorial Videos</p> <p>Hands-on Projects</p> <p>Internet Research Activities</p> <p>Business Simulations</p>	<p>Worksheets</p> <p>Internet Activities</p> <p>Hands-on Projects</p> <p>9 Weeks and Semester Tests</p> <p>End of Year Cumulative Project</p>	<p>http://www.21things4students.net/</p> <p>https://www.thinkbeforeyoulinkinchool.com/students</p> <p>www.typing.com</p> <p>http://www.frillios-pizza.com/</p> <p>www.icevonline.com</p> <p>Word It - BE Publishing</p>