Miami-Dade County Public Schools
giving our students the world

COMPONENT	OBJECTIVES	COMPETENCY
I Basic Operations and Concepts	1. Make informed choices among technology systems, resources, and services by using: • appropriate technology for each subject area; • a variety of input devices; • output devices appropriately; • storage devices appropriately; • files from a variety of sources; and • a variety of software programs.	A. Design a way to organize and examine archived material on a given topic. Such as: • communication technologies • cellular technology • wireless networks.
II Technology Tools • Productivity • Research • Problem-solving • Decision-making	1. Use technology tools and resources for managing and communicating personal/professional information by using: • a word processing program to perform basic text formatting; implementing user preferred settings; • a desktop publishing program; and • a spreadsheet program to manage finances and purchases. 2. Select and apply technology tools for research, information analysis, problem solving, and decision making in content learning. Such as: • use a *database* file to sort, search, and produce a report; • create *spreadsheets* and generate appropriate graphs; and • use a variety of applications to integrate and manipulate an illustration. 3. Apply productivity/multimedia tools and peripherals to support personal productivity, group collaboration, and learning throughout the curriculum. 4. Collaborate with peers, experts, and others to contribute to a content related knowledge base by using technology to compile, synthesize, produce, and disseminate information. 5. Investigate and apply expert systems, intelligent agents, and simulations in real-world situations. Analyze types of classification systems that are used to categorize information.	A. Develop a website on a chosen topic. Identify the technology needed to organize and present the data related to the topic. B. Use appropriate application software to create a document integrating a word processed document with a database, spreadsheet, and/or graphic. C. Use appropriate multimedia software to create a presentation on a specific topic. Such as: • develop a marketing strategy to promote a product or service, or • create a tourist guide presentation to a foreign country. D. Investigate online career choice surveys designed to equate aptitude and interests to job suitablity.

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III Technology Communication Tools	1. Routinely and efficiently use online information resources to meet needs for collaboration, research, publications, communications, and productivity. Such as: • send and receive individual and/or group email messages, or • initiate a search; retrieve, download, compile, and summarize information on a specific topic from the Internet. 2. Evaluate technology-based options for life-long learning, including distance and distributed education.	A. Determine the best way to gather, manage, and share collected data. Include: • resources needing continual updating; • email, videoconferencing with field experts. B. Given a particular topic to investigate, use online and offline resources as a research tool. An example: • explore the history, ecology geography, and culture associated with a particular region.
IV Social, Ethical, and Human Issues	1. Identify capabilities and limitations of contemporary and emerging technology resources and assess the potential of these systems and services to address personal, life-long learning, and workplace needs. Include: • explore online Acceptable Use Policies; • adhere to the Miami-Dade County Public Schools' *Acceptable Use Policy; and* • adhere to all copyright laws as they pertain to software use. 2. Demonstrate and advocate legal and ethical behaviors among peers, family, and community regarding the use of technology and information.	A. Decide on the type of technologies needed in a search for information on a specfic topic and articulate the criteria for the choice. B. Develop a position paper on the ethical use of technology in our society, citing a minimum of four online or offline references.