

MARIA MONTESSORI SCHOOL Computer Class Syllabus Overview (Level 1 - 8)

This is an overview of the MMS computer curriculum for level 1 - 8. The class is designed to provide online practical skills which will prepare students with what they will need for upper elementary and middle school at MMS or elsewhere. The content is not always taught in the exact sequence as listed below. Students are often given free choice at the end of each computer lesson. This does not mean doing anything they want on the Internet. This means students have a choice from the various activities listed in the syllabus or a teacher approved website or app.

All students use a highly filtered Wi-Fi which also blocks all social media, video games, and chat websites. Each student will be provided with a flash drive at the beginning of the school year and will learn how to save their work on it.

Level 1 & 2 Computer Lessons:

- **Touch Typing** - typing.com, typingclub.com, kidztype.com, & BBC Dance Mat Typing. Once acclimated to the computer program, students practice typing weekly during class.
- **Virtual Art** - this is a fun way for students to get accustomed to using the mouse and developing hand-eye coordination while learning how to use a computer. Paint 3D & the This is Sand (thisissand.com) app are often used.
- **Microsoft Publisher** - used for making photo collages which are often printed. Students learn how to click, drag, and resize images. Images are inserted directly into Publisher using a heavily filtered Bing search engine (levels 1 - 2 do not search for photos directly on Google).
- **Microsoft PowerPoint** - slide show presentations for students interested in going beyond Publisher.
- **Microsoft Word and/ or Notebook App** - used to create typed work that can be printed.
- **Coding** - Hour of Code (from www.code.org) and CodeSpark are websites used to teach beginning coding using objects and blocks.
- **Saving Work on Flash Drives** - teaches how to save work on a flash drive which will be brought home at the end of the school year. Also teaches how to safely eject a flash drive when finished.
- **Online Safety** - introduction to online safety focusing on keeping your personal information private and never talking to strangers online.
- **Online Searching** - level 2 students will periodically do online research in conjunction with a Room 3 lesson. Students will only be using specific websites for these searches such as: National Geographic Kids (kids.nationalgeographic.com) and Lizardpoint.com for geography and art information.

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Level 3 - 6 Computer Lessons utilize the skills listed above as well as:

- **Google Apps** - School email, Google Classroom, Google Docs, Google Slides, & Google Sheets. Students will learn how to format papers using a header, columns, tables, copying, cutting, pasting, changing the font, size, color, and line spacing.
- **Coding** - websites including Ozaria, CodeCombat, freecodecamp.org, trinket.io, & teacher approved sites.
- **Creative Design** - Media.io, WickEditor, WordClouds.com, Canva, & teacher approved apps.
- **Kahoot** - online group quiz format to learn about specific topics or for teacher approved free choice topics.
- **Computer Hardware & History** - teaches about computer hardware through hands-on materials to take apart including motherboards, various sizes of floppy disks, hard drives, cd ROMs, flash drives, and more. The history of the computer will also be discussed.
- **Online Safety** - more in-depth online safety discussion topics including topics such as gaming and social media for those students who use them (we do NOT use video games or social media at school - these sites are all blocked by the school WiFi filters).
- **Online Searching** - britannica.com, history.com, and other teacher approved websites will be used in coordination with research assigned by lesson teachers in Rooms 3, 8 & 9. Students will learn how to determine if a website is credible.

Middle School Level 7 - 8 Computer Lessons utilize the skills listed above in addition to:

- **Digital Citizenship** - teaches how students should conduct themselves online and in-person when using technology. Students will create a digital citizenship contract for the school.
- **Lateral Reading for Online Searching** - teaches how to thoroughly search for background information about a website in order to determine if it is a credible source.
- **Creative Commons, Public Domain, and Copyrighted Materials** - we will discuss the various copyright implications when using digital art, digital photographs, and other content found online.
- **Media Bias** - students will evaluate a plethora of media sources to look for inherent biases. A media bias chart will be used as a discussion starting point, and students will explore the methodology used to create it.
- **Social Media Online Privacy Settings, Security, & Digital Footprint** - covers safety issues of disclosing personal information online along with ways to safeguard one's identity.

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- **Cyberbullying and Online Trolls** - discussion on what cyberbullying and online trolling means and what to do to get help from your parents and teachers.
- **Online Scams & Phishing** - screenshots of actual scams and phishing text and email messages will be shared with the class, in addition to legitimate texts and emails. Students will evaluate which are real versus scams/ phishing and why.
- **MLA Formatting & MOM Research** - students use Google Doc's online citation tool for MLA formatting for citations (in-text, works cited, and images). Students will also utilize their online searching skills to obtain appropriate and accurate sources using online print publications, journals, and websites.