ICT Skills and Competencies for Middle Years

Communicating Electronically

3.2.3   Use telecommunications tools, such as e-mail and desktop videoconferencing, for communication and participation in interactive projects with other learners.

3.2.4   Participate in electronic communities as learners, initiators, contributors, and mentors.

3.2.5   Accomplish tasks through collaboration facilitated by the appropriate use of information technologies, such as groupware products that function on local and wide area networks.

Concept Mapping

3.2.1   Use a variety of productivity tools to create documents that communicate effectively with a variety of audiences.

3.2.2   Publish and present documents in a variety of media, including hard copy, electronic projection, and the Internet.

Database Creation

4.2.4   Plan, create, edit, and evaluate databases with fields and layouts appropriate for the desired reports and specific purposes.

Educational Software

4.2.1   Solve subject-specific learning problems using a combination of information technologies.

Ethical Use of Technologies

5.2.1   Recognize and avoid gender, age, and cultural stereotypes of information technology users.

5.2.5   Recognize the value of privacy and intellectual property rights as they apply to information technology.

5.2.6   Cite sources of information and, where necessary, obtain permission to use the electronic representation of others' work.

5.2.7   Demonstrate responsible behaviour regarding privacy rights, piracy, dissemination of misinformation, and plagiarism when using information technology to complete tasks.

Graphics Creation

2.2.4   Create presentations using multimedia and integrated software packages for a variety of audiences.

3.2.1   Use a variety of productivity tools to create documents that communicate effectively with a variety of audiences.

3.2.2   Publish and present documents in a variety of media, including hard copy, electronic projection, and the Internet.

3.2.6   Use multimedia technology to create presentations appropriate for a given grade and a variety of audiences.

4.2.6   Use multimedia authoring tools to plan, create, and edit projects or reports that incorporate graphics, digital images, video, and sound.

Inquiry Using Electronic Sources

2.2.1   Acquire information from network, electronic, and online resources and databases in a variety of formats, such as text, audio, video, and graphics, while limiting extraneous data, and implement appropriate search and selection strategies, including Boolean, keyword, or natural language searches.

2.2.2   Analyze and evaluate information and data obtained from electronic sources by considering their currency, usefulness, and reliability.

3.2.4   Participate in electronic communities as learners, initiators, contributors, and mentors.

4.2.7   Examine projects or reports, created with the use of information technology, for reasonableness or relevance and accuracy.

Publishing Electronically

2.2.3   Plan for and produce a project or report by synthesizing information acquired from a variety of electronic and other resources.

2.2.4   Create presentations using multimedia and integrated software packages for a variety of audiences.

3.2.1   Use a variety of productivity tools to create documents that communicate effectively with a variety of audiences.

3.2.2   Publish and present documents in a variety of media, including hard copy, electronic projection, and the Internet.

3.2.6   Use multimedia technology to create presentations appropriate for a given grade and a variety of audiences.

4.2.5   Format projects and reports for publication by applying the principles and concepts associated with desktop publishing.

4.2.6   Use multimedia authoring tools to plan, create, and edit projects or reports that incorporate graphics, digital images, video, and sound.

Sound Recording

4.2.6   Use multimedia authoring tools to plan, create, and edit projects or reports that incorporate graphics, digital images, video, and sound.

Spreadsheet Analysis

4.2.3   Collect, manipulate, and analyze data by using a spreadsheet application and by writing formulas and functions and identifying various label types to chart and graph information.

Video Production

3.2.2   Publish and present documents in a variety of media, including hard copy, electronic projection, and the Internet.

3.2.6   Use multimedia technology to create presentations appropriate for a given grade and a variety of audiences.

4.2.6   Use multimedia authoring tools to plan, create, and edit projects or reports that incorporate graphics, digital images, video, and sound.

Web Page Authoring

2.2.5   Develop information resources available through an intranet or the Internet.

3.2.4   Participate in electronic communities as learners, initiators, contributors, and mentors.

4.2.5   Format projects and reports for publication by applying the principles and concepts associated with desktop publishing.

Word Processing

4.2.2   Plan, create, and edit projects and reports using a word processor.

Information Technology and Careers

5.2.2   Examine the need for information technology competency in relation to performance in various jobs and careers.

5.2.4   Investigate the impact of a variety of information technologies on learning, working, and playing, and explore how they can be used to support research, learning, decision making, critical thinking, and communication.

5.2.5   Recognize the value of privacy and intellectual property rights as they apply to information technology.

Information Technology and Society

5.2.1   Recognize and avoid gender, age, and cultural stereotypes of information technology users.

5.2.3   Investigate the impact of information technology on society, the economy, and the environment.

5.2.4   Investigate the impact of a variety of information technologies on learning, working, and playing, and explore how they can be used to support research, learning, decision making, critical thinking, and communication.

5.2.5   Recognize the value of privacy and intellectual property rights as they apply to information technology.