Course Name/Number: Intro to Comp Applications
Grade Level: 9 - 12   Q1-41 Days   Curriculum Map   Aug 2023 - Oct 2023

Unit	Essential Questions	Standards & Skills	Common Assessments	Learning Activities	Resources/Technology	Unit Reflection
Name: Microsoft Word - MSI Learning Portal Chapters 1-4. Quarter: 1st Length (Days): 32 Days	Students will apply most editing word processing skills. 4 Formative Unit tests this quarter.	ILS: National Standards: NETS-S 1 & NETS-S 6 CRS: WorkKeys Skills: CCSS:	Formative: 10-point assessment daily. (2 quizzes) Editing skills are different for each question. Summative: Chapter project for Test score	Students will identify areas that need to be reevaluated. We view tutorials, practice a simulation, and finish with a quiz. Two sections a day.	Computer Lab Projector MIK12.Com License Word Application	Students who work faster may work ahead. Each lesson is taught verbally, by example and explained how it would be used in real life.
Name: Professional Business Letters Quarter: 1st Length (Days): 7	The student will master 3 professional business-style formats	ILS: National Standards: NETS-S 1 & NETS-S 3 NETS-S 5 CRS: WorkKeys Skills: CCSS:	Formative: practice formatting 3 letter types and learn how to address an envelope. Summative: create a professional business letter and envelope	Students will do a rough draft of letter and envelope Final draft will be taken for a test grade.	Computer lab Projector Elmo Typing Textbook Google Classroom	Final project students are to request a signed autograph of someone famous to be added to our wall of fame. Students get so excited when the mail comes for them.
Name: CNN10 News Quarter: 1st Length (Days): 39	Students will become well-rounded by being informed as to what is happening in the world around them	ILS: National Standards: NETS-S 1 & NETS-S 3 NETS-S 5 CRS: WorkKeys Skills: CCSS:	Formative: 10-question quiz at the end of the week regarding weekly current events..	Students will watch CNN10 together. This leads to class discussion regarding interesting events.	Computer Lab Internet CNN1News.com	Students enjoy current event stories and 10-second trivia.
Name: Blogging Quarter: 1st Length (Days): 12	After creating personal blogs, we blogged daily. Subjects varied.	ILS: National Standards: NETS-S 1 & NETS-S 3 NETS-S 5 & NETS-S6 CRS: WorkKeys Skills: CCSS:	Summative: quarterly grade based on participation.	Students will be creative, and develop and organize thoughts to be blogged.	Computer Lab Internet Google Classroom	Half the students enjoyed blogging. Others felt it was a chore.
Name: Google Classroom Quarter: 1st Length (Days): 39	The class participated in a virtual classroom. Communications, test, and projects were completed through this application.	ILS: National Standards: NETS-S 1 & NETS-S 3 NETS-S 5 & NETS-S6 CRS: WorkKeys Skills: CCSS:	Summative:	Students will develop comfort levels in a virtual classroom.	Computer Lab Internet Google Classroom	Students preferred Google Classroom to Edmodo. Either application will help them in other classroom settings.

Beecher Community Unit School District 200U   Developed by _____Terri Waterman_____ Date _____October 13, 2023_   Page