

Technology Disclosure Statement

Technology is a valuable and real world education tool. Our school is committed to teach its students, faculty, administrators, staff, and school community to work and learn effectively with and ensure responsible use of technology. Students who graduate from J.E. Cosgriff Memorial Catholic Schools will be prepared to use technology to enhance their education and prepare for their future.

Grade Level Objectives

Kindergarten

- Navigate the computer including using the keyboard and mouse to input information
- Practice fine motor skills using the mouse
- Reinforce classroom curriculum through learning programs

First Grade-Second Grade

- Navigate the computer including using the keyboard and mouse to input information
- Introduction to Microsoft Office including Word, Excel, and PowerPoint
- Introduction to computer coding using Java Script
- Reinforce classroom curriculum through learning programs

Third Grade-Fourth Grade

- Type 20 words per minute with 80% accuracy
- Basic Microsoft Office including Word, Excel, and PowerPoint
- Research using the internet
- Saving documents and file organization
- Basic drawing with Java Script
- Reinforce classroom curriculum through learning programs

Fifth Grade-Sixth Grade

- Type 25 words per minute with 80% accuracy
- Advanced Microsoft Office including Word, Excel, and PowerPoint
- Basic photo editing
- Create computer games using Java Script
- Research using the internet
- Reinforce classroom curriculum through learning programs

Seventh Grade

- Type 30 words per minute with 80% accuracy
- Advanced Microsoft Office including Word, Excel, and PowerPoint
- Research using the internet
- Creating multimedia presentations
- Demonstrate an understanding of copyright by citing sources of copyrighted materials in papers, projects, and multimedia presentations.
- Advanced Java Script programming

- Reinforce classroom curriculum through learning programs

Eighth Grade

- Professional use of email
- Using Google Drive tools to collaborate with students and teachers
- Use a variety of multimedia software to create presentations
- Research using the internet
- Demonstrate an understanding of copyright by citing sources of copyrighted materials in papers, projects, and multimedia presentations.
- Advanced Java Script programming
- Reinforce classroom curriculum through learning programs

Computer Lab Rules

1. Treat everyone (and computer equipment) with respect.
2. No gum, food, or drinks in the lab.
3. Use only your assigned computer.
4. Follow direction the first time they are given.
5. Work quietly.
6. Make sure you leave your workstation as you found it.
7. Ask for help by raising your hand.
8. Visit only approved or appropriate Internet sites for your assignments. No 'surfing the net.'
9. Do not make changes to your computer settings. (This includes desktop, screen saver, etc.)
10. Students are required to sign and follow the 'Acceptable Use Policy for Technology.'

Consequences for Minor Infractions

1. Verbal warning
2. Relocate to different seat.
3. One-on-one conversation with the teacher and a call home.

Any major infractions listed in the Acceptable Use Policy for Technology are subject to consequences stated in that policy.

If you have any questions, please call (801-486-1397 ext. 425) or email (snorlund@cosgriff.org)

Thank you,

Sheri Norlund