

BERTHA-HEWITT HIGH SCHOOL
Spring Quarter Curriculum Map – 2014-2015
Mike Bauck -- Instructor

Academic Standard Area: **Technology** *Course Title/Strand:* **Computer Tech** *Grade Level:* **7**

Textbook & Copyright date:

WEEK #	TIMELINE	CONTENT/UNIT/SUB-STRAND	PROCESS/ACTIVITY/STANDARD	GOALS/BENCHMARK	ASSESSMENT	RESOURCES
1	5 days	Power Point	Getting Started	<ul style="list-style-type: none"> • Explore the PowerPoint window • Navigating • Closing Applying a Design Template • Spell check • Printing 	Written Test Computer Test Daily Work	Computer, office book, projector Data Files
2	5 days	Power Point	Editing and Formatting Slides	<ul style="list-style-type: none"> • Adding a bulleted slide • Working with second level bullets • Moving a slide • Formatting the slide master 	Written Test Computer Test Daily Work	Computer, office book, projector Data Files
3	5 days	Power Point	Using clipart and WordArt	<ul style="list-style-type: none"> • Editing clipart images • Inserting clipart images from another source • Adding an image to the slide master • Using the clipboard toolbar • Adding WordArt to a slide 	Written Test Computer Test Daily Work	Computer, office book, projector Data Files
4	5 days	Power Point	Using Drawing tools and autoshapes	<ul style="list-style-type: none"> • Adding shapes • Using the auto shapes tool • Editing and formatting shapes • Using the format painter • Working with multiple objects 	Written Test Computer Test Daily Work	Computer, office book, projector Data Files

5-9		Power Point	All about me presentation	Using previously learned knowledge student prepare a 15 slide PowerPoint presentation	Rubric	Computer with PowerPoint software
		Power Point	Presentations	Students give their presentations to the class	Rubric	Computer with PowerPoint software, projector

Check the MN Dept of Ed website for Academic Standard information