EasyTech Scope & Sequence for Grades K–8

Use the table below to develop your school district's technology plan. It provides an in-depth look at twelve critical digital literacy skills today's students need and the recommended progression across Kindergarten to eighth grade. This Scope and Sequence ensures these skills are taught systematically and consistently across your district through EasyTech's self–scored interactive lessons, application exercises, activities, discussions and quizzes.

ISTE Standards
Seal of Alignment
Student
2022-24

Digital Essentials and Keyboarding

COMPUTER FUNDAMENTALS	K	1	2	3	4	5	6	7	8
Describe the function of common computing devices and components, and select technology resources to accomplish a variety of tasks.	B	B	B	D	D	D	M	M	M
Demonstrate responsible usage and care when using electronic devices, and troubleshoot minor problems with hardware and software using available resources.	B	B	B	D	D	D	M	M	M
Recognize how data can be stored and shared in different file formats and accessed from local storage devices, networked devices, and cloud services.	B	B	B	B	D	D	M	M	M
Identify and describe the basic infrastructure of networks, and how networks allow for online research, communication and collaboration.			B	B	B	D	D	D	M
Understand that technology allows for personalized and interactive learning experiences, and demonstrate the ability to incorporate feedback to improve skills and guide personal development.	B	B	B	B	D	D	M	M	M

KEYBOARDING	K	1	2	3	4	5	6	7	8
Demonstrate proper touch keyboarding techniques and ergonomic strategies such as correct hand positions and smooth rhythmic keystroke.			B	B	D	D	D	M	M
Gain proficiency, accuracy, and speed in touch keyboarding.			B	B	D	D	D	M	M
Understand the layout and configuration of common QWERTY keyboards, including common hotkeys and shortcut key combinations.	B	B	B	D	D	D	D	M	M

KEY: B = BEGINNING ; D = DEVELOPING ; M = MASTERING

Online Safety and Digital Citizenship

ONLINE SAFETY & DIGITAL CITIZENSHIP	K	1	2	3	4	5	6	7	8
Understand how to be safe and make responsible and ethical choices online and in a digital world.	B	B	D	D	D	D	M	M	M
Recognize online threats to privacy and practice effective strategies to secure and protect personal data from data–collection technologies and malicious software.				B	B	B	D	D	M
Identify and understand the positive and negative effects of digital technologies and devices and how technology can impact all aspects of life and society.	B	B	B	D	D	D	M	M	M
Cultivate a positive digital identity, promote responsible and respectful behavior online, and understand strategies to identify and deal with cyberbullying.	B	B	D	D	D	D	M	M	M

INTERNET USAGE & ONLINE COMMUNICATION	K	1	2	3	4	5	6	7	8
Recognize and protect against the potential risks and dangers associated with various types of online communication and participation in online communities (e.g. discussion groups, blogs, and social networking sites).			B	B	D	D	D	M	M
Be polite and respectful in all communications using digital communication tools and platforms, and use appropriate language at all times.	B	B	B	D	D	M	M	M	M
Understand the role an online identity plays in the digital world and the permanence of their choices and decisions when interacting online.			B	B	D	D	D	M	M
Demonstrate respect for intellectual property and copyright laws when using and sharing digital media and resources created by others.			B	B	B	D	D	M	M
Connect to remote learners from different backgrounds, locations, and cultures to gain a broader perspective on common topics and issues and recognize the interconnectedness of the global community.				B	B	D	D	M	M

Technology Applications

VISUAL MAPPING	K	1	2	3	4	5	6	7	8
Use visual mapping software, graphic organizers, and other digital tools to gather, organize, and share information.	B	B	D	D	D				
Plan and create a digital product to express thoughts, illustrate complex processes, and share stories in a sequential manner (e.g., graphic organizers, models, flowcharts, and storyboards).	B	B	D	D	D	D*	D*	D*	M*
*more complex concepts in this skill set are taught in Computational Thinking and Coding and in Grades 5–8									

MULTIMEDIA	K	1	2	3	4	5	6	7	8
Communicate ideas visually and graphically using appropriate digital tools and applications.	B	B	B	D	D	D	M	M	M
Create original works and responsibly repurpose and remix digital resources into new creative works.	B	B	B	D	D	D	M	M	M
Demonstrate an understanding of basic design principles and strategies to increase the effectiveness of a digital product as viewed by different audiences and in different contexts (print, web, screen, and monitor).	B	B	B	D	D	D	M	M	M
Create and edit files in various formats, including audio, video and graphics, and be able to incorporate various files into a multimedia product.				B	B	D	D	M	M
Use video editing software to produce video projects that include titles, audio effects, and transitions, organized into an effective structure.				B	B	D	D	M	M

WORD PROCESSING	K	1	2	3	4	5	6	7	8
Use a word processing application to write, edit, and publish documents that demonstrate effective formatting for specific audiences, including font attributes, color, orientation, alignment, margins, list attributes, and spacing.	B	B	B	D	D	D	M	M	M
Insert, edit, position, and manipulate the size of images, charts, and other graphic elements in a document.				B	B	B	D	M	M
Proofread and edit writing using available resources (e.g., spell checker, grammar, and autocorrect) and understand the limitations of these tools.				B	B	B	D	M	M
Identify and use advanced formatting features in word processing applications (e.g., columns, tab stops, headers and footers, footnotes and endnotes, tables, templates, and styles).				B	B	B	D	D	M
Produce proper citations in word processing documents and explain how to avoid plagiarism by respecting the ideas and intellectual property of others.				B	B	D	D	M	M

PRESENTATIONS	K	1	2	3	4	5	6	7	8
Use presentation software and slideshow applications to create, modify, and share presentations with specific audiences and for specific purposes.				B	B	B	D	D	M
Demonstrate the use of basic design elements including font, color, alignment, and layouts to enhance a presentation.				B	B	B	D	D	M
Add graphics, audio effects, transitions, animations, and video components to a presentation or slideshow.				B	B	B	D	D	M
Add internal hyperlinks to multimedia presentations and understand how to structure and develop a non-linear presentation.							B	B	D

SPREADSHEETS	K	1	2	3	4	5	6	7	8
Understand that spreadsheets and other digital tools are used to collect, organize, analyze and visualize data.			B	B	D	D	D	M	M
Modify structural elements and use formatting features effectively in spreadsheet applications (e.g., merge cells, wrap text, font, color, alignment) to improve the usability of a spreadsheet.			B	B	D	D	D	M	M
Graph and present data using spreadsheet applications and choose the most appropriate type of graph to represent given data.			B	B	D	D	M	M	M
Use a variety of computing methods (e.g., sorting, totaling, and averaging) to manipulate and analyze data.			B	B	D	D	M	M	M
Collect data and interpret the results using statistics (range, mean, median, and mode) to draw conclusions and make predictions.					B	B	D	D	D
Analyze real-world data to recognize patterns and relationships of the data using tables, charts, and graphs generated by spreadsheets and other digital tools.			B	B	D	D	D	M	M

DATABASES	K	1	2	3	4	5	6	7	8
Plan and create a database, modify and edit fields and records, and use the sort, filter, and query tools to produce reports to share information.		B	B	B	D	D	D	M	M
Use effective search strategies for locating and retrieving electronic information in common databases (e.g., using Boolean logic and filters).		B	B	D	D	D	M	M	M
Identify and navigate common examples of databases from everyday life (e.g., library catalogs, school records, telephone directories, and search directory).	B	B	B	D	D	D	M	M	M

INTERNET USAGE & ONLINE COMMUNICATION	K	1	2	3	4	5	6	7	8
Use age-appropriate search engines and effective search strategies to gather information for specific purposes, make informed decisions, and solve problems.			B	B	B	D	D	D	M
Analyze and evaluate media and digital resources to determine the validity, accuracy, and relevance of the information and the credibility of the source.			B	B	B	D	D	D	M
Create, share and utilize collaborative workspaces, documents or other digital tools for asynchronous and synchronous collaboration.						B	D	D	M
Design, develop, and publish digital media (e.g., videos and podcasts) to share with others, including online content such as webpages, websites, blogs, and wikis.				B	B	B	D	D	M
Use email, messaging, VoIP, social media, and other online tools and platforms to share information and communicate with others.				B	B	B	D	D	M

Computational Thinking and Coding

COMPUTATIONAL THINKING	K	1	2	3	4	5	6	7	8
Determine what is known and what needs to be known regarding a problem and develop a problem statement in order to solve a problem or complete a task.	B	B	B	D	D	D	M	M	M
Create and interpret visual representations such as flowcharts and diagrams to organize data, find patterns, make predictions, or test solutions.	B	B	B	B	D	D	D	D	M
Understand that a problem can have many solutions, and that solutions can be adapted or modified to solve similar problems.				B	B	B	D	D	M
Test solutions, using modeling, simulations, and prototypes and continue to refine a solution.				B	B	B	D	D	M
Identify algorithms in everyday life, and determine how algorithms can be used to accomplish tasks and solve problems.	B	B	B	B	D	D	D	M	M
Demonstrate a disposition amenable to open-ended problem solving (e.g., perseverance, creativity, patience, and adaptability).		B	B	B	D	D	D	M	M

CODING	K	1	2	3	4	5	6	7	8
Define an algorithm as a sequence of defined steps or instructions to be followed and identify how algorithms relate to computer programming and allow for automation.	B	B	B	B	D	D	D	M	M
Develop and execute an algorithm that includes sequencing, loops, and conditionals to accomplish a task, with or without a computing device.	B	B	B	B	D	D	D	M	M
Construct programs that include sequencing, events, loops, conditionals, functions, and variables, using a block-based visual programming language or text-based language, both independently and collaboratively.				B	B	B	D	D	D
Systematically test algorithms to identify and correct errors, including those involving operators, conditionals, parallelism, and repetition.	B	B	B	B	D	D	D		M