

## ***Basic Computer Technology***

Freshman

Credits: .5 (Required)

Course Description: The Computer Technology course provides students the opportunity to develop skills which allow them to demonstrate basic competency in the following areas:

1. History of the development and implementation of digital electronic media
2. Basic operations and concepts
3. Social and ethical issues in technology
4. Presentation and research applications
5. Technological problem-solving skills

### **Standard 1**

Identify capabilities and limitations of contemporary and emerging technology resources and assess the potential of these systems and services to address personal, lifelong learning, and workplace needs. (1,3,4,5)

### **Standard 2**

Make informed choices among technology systems, resources, and services. (1,2,3,4,5)

### **Standard 3**

Analyze advantages and disadvantages of widespread use and reliance on technology in the workplace and in society as a whole. (1,3,5)

### **Standard 4**

Demonstrate and advocate legal and ethical behaviors among peers, family, and community regarding the use of technology and information. (3,4)

## **Standard 5**

Use technology tools and resources for managing and communicating personal/professional information (e.g., finances, schedules, addresses, purchases, correspondence). (1,4,5)

## **Standard 6**

Evaluate technology-based options, including distance and distributed education, for lifelong learning. (1,3,4,5)

## **Standard 7**

Routinely and efficiently use on-line information resources to meet needs for collaboration, research, publications, communications, and productivity. (3,4,5)

## **Standard 8**

Select and apply technology tools for research, information analysis, problem-solving, and decision-making in content learning. (1,2,3,4,5)

## **Standard 9**

Investigate and apply expert systems, intelligent agents, and simulations in real-world situations. (1,2,3,4,5)

## **Standard 10**

Collaborate with peers, experts, and others to contribute to a content-related knowledge base by using technology to compile, synthesize, produce, and disseminate information, models, and other creative works. (1,2,3,4,5)