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		TTUISD - TEKS Tracker	ı	ī	1		
Author _	Joyce Rowe	Submission Date/					
Evaluator_		Evaluation Date/					
	TTUISD: Princi	oles of Information Technology (PRINIT 1A) v.1.0,	First	Semester			
	TEKS: §130.727	2. Principles of Information Technology (One-Ha	lf to C	ne Credit	t)		
	TEK	S Requirement (Secondary)		Sem A.	Lesson Number	Assignments	Bloom's Taxonomy
§130.272.]	Principles of Informat	ion Technology (One-Half to One Credit).				(No textbook used)	
(a) General	I requirements. This cou	rse is recommended for students in Grades 9-10.					
(b) Introductions (b) Introductions (b) Introduction used in the prepare for computing, technology	ction. Students develop global marketplace. Stu a rapidly evolving worl , communication, and re environment.	computer literacy skills to adapt to emerging technologies dents implement personal and interpersonal skills to splace environment. Students enhance reading, writing, asoning skills and apply them to the information					
	edge and skills.						
		e necessary skills for career development, mpletion of course outcomes. The student is expected					
advanceme	ent such as regular attend	ve work behaviors that enhance employability and job lance, promptness, attention to proper attire, maintenance ent, appropriate voice, and pride in work;		A	Unit 1	1-1; 1-2	Apply
		ve personal qualities such as flexibility, open-mindedness, eakers, and willingness to learn new knowledge and skills;		A	Unit 1	1-1; 1-2	Apply
	effective reading and v			A	Unit 1	1-1; 1-2	Apply
(D) employ	y effective verbal and no	nverbal communication skill;		A	Unit 1	1-1; 1-2	Apply
	roblems and think critic	· ·		A	Unit 1		Evaluate
		nd function effectively as a team member;		A	Unit 1		Apply
	y and implement proper			A	Unit 1		Apply
	strate an understanding tion technology; and	of legal and ethical responsibilities in relation to the field		A	Unit 1		Understand
	trate planning and time-	management skills such as project management and		A	Unit 1	Ethics essay	Apply
•	-	s employment opportunities in the information					
	y field. The student is o			A			
(A) identify	y job opportunities and	accompanying job duties and tasks;		A	Unit 2		Remember
	h careers of personal inta achieve personal career	erest along with the education, job skills, and experience goals; and		A	Unit 2	2-1	Analyze
(C) describ	e understanding of the f	functions of resumés and portfolios.		A	Unit 2	2-2	Remember
(3) The stu	ident uses emerging te	chnologies to exchange information. The student is					
expected t							
		of various new and emerging technologies;		A	mi i i		Remember
email, elect	tronic bulletin boards, a	on and file attachments using electronic methods such as and instant message services;		A	Throughout the course		Apply
	strate effective Internet s ous available search engi	search strategies, including keywords and Boolean logic nes;		A		3-1	Apply
		components of a Uniform Resource Locator;		A	Unit 3		Remember
	strate ability to effective and validity;	ly test acquired information from the Internet for accuracy,		A	Unit 3	3-2	Apply
(F) explain		net security protocols such as computer viruses, online oft;		A	Unit 3		Understand
	and identify unethical p	ractices such as hacking, phone fraud, online piracy, and		A	Unit 3		Remember
		rnet and online resources, including citation of source.		A	Unit 3	3-2	Apply
(4) The stu	ident demonstrates kn	owledge of the hardware components associated with		A			
informatio	on systems. The studen	t is expected to:		A			

(A) identify the different computer elastifications such as miniscomputer, mainframe, and microcomputer. (B) identify major hardware components and their functions such as the central processor unit, input and output perplanets, and stronge systems and devices; (C) use available reference tools such as user manuals, both online and written, as appropriate. (C) use available reference tools such as user manuals, both online and written, as appropriate. (D) demostrate understanding of the process of connecting peripheral devices; and A Unit 3 3 Quiz Apply (P) demostrate proficency in the use of a variety of input devices such as mouse, kepboart, introplosoc, digital camera, printer, scanner, and optical disk reader. (B) identify and commonstrate knowledge of the different software associated with information systems. The student is expected to: (A) differentiate between systems and application software: (B) identify and understanding or operating system trodumentals and components: (C) theirify the function and operation of compilers and interpolate; (C) theirify the function and operation of compilers and interpolate; (A) Units 1-6 (C) theirify the function and operation of compilers and interpolate; (A) Units 1-6 (C) theirify the function and operation of compilers and interpolate; (A) Units 1-6 (C) theirify the function and operation of compilers and interpolate; (A) Units 1-6 (C) congainer and the preparent development such as string, numeric, character, and disc. (F) conception and operation of the interpolate such as string, numeric, character, and disc. (F) demonstrate understanding of flic extensions and the purpose of fils types across software: (A) Units 1-6 (B) demonstrate proper interpolate and the purpose of fils types across software and the purpose of fil	TEKS Requirement (Secondary)	Sem A.	Lesson Number	Assignments	Bloom's Taxonomy
unit, input and output peripherals, and storage systems and devices: (D) we available reference troots was user annuals, both online and written, as appropriate; (D) we available reference troots was user annuals, both online and written, as appropriate; (E) we available reference troots was user annuals, both online and written, as appropriate; (E) demonstrate understanding of the process of connecting peripheral devices; and (A) Unit 3 3 Quiz Apply (B) demonstrate understanding of the process of connecting peripheral devices; and (A) Unit 3 3 Quiz Apply (C) STR student demonstrates knowledge of the different software associated with information systems. The student is expected to: (A) differentiate between systems and application software; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of some and the purpose of file types across software products; (D) identify the function and operation of software; (A) Units 1-6 (C) recognize computer numbering systems and internal data representation; (A) Units 1-6 (C) recognize computer ambering systems and internal data representation; (A) Units 1-6 (C) recognize computer ambering systems and internal data representation; (A) Units 1-6 (C) recognize computer ambering systems and internal data representation; (A) Units 1-6 (C) apply (D) identify upon source and proprietury licenses; (A) Units 1-6 (C) apply (D) identify w		A	Unit 3		Remember
C) use available reference tools such as user manuals, both online and written, as paperportiant;		A	Unit 3	3-1	Remember
Digital contents and understanding of the process of connecting peripheral devices; and A Unit 3 3 Quiz Apply	(C) use available reference tools such as user manuals, both online and written, as	A	Unit 3	3 Quiz	Apply
Fig. demonstrate proficiency in the use of a variety of input devices such as mouse, keybeard, microphone, digital camera, printer, scamer, and optical disk reader.		Δ	Unit 3	3 Ouiz	Apply
microphone, digital camera, printer, scanner, and optical disk reader. 5 The student demonstrates knowledge of the different software associated with information systems. The student is expected to: A Units 1-6 Remember (1) identify and understand major operating system fundamentals and components; (1) identify the function and operation of complies and interpreters: (2) identify the function and operation of complies and interpreters: (3) identify the function and operation of complies and interpreters: (4) Units 1-6 Remember (2) identify the function and operation of complies and interpreters: (5) identify the function and operation of complies and interpreters: (6) identify the function and operation of complies and interpreters: (7) identify a complier languages and how the languages are used in software excelpance. (8) identify appropriate used for the properation of the different software complied and interpreters. (9) identify appropriate used of application software; (1) identify appropriate used of application software; (1) identify open source and proprietary licenses: (A) Units 1-6 Remember (1) identify appropriate use of application software; (3) identify appropriate used of application software; (4) identify appropriate used proprietary licenses: (5) The student analyzes proper life imanagement techniques such as creating, naming, organizing, organizing, and decting flice management techniques such as creating, naming, organizing, organizing, and decting flice. (6) The student analyzes network systems. The student is expected to: (6) identify and decting flice. (6) identify and except and analyzes present to a part of a part					
information systems. The student is expected to: (A) differentiate between systems and application software; (B) identify and understand major operating system fundamentals and components; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (C) identify the function and operation of compilers and interpreters; (F) occupite data representation in software development such as string, numeric, character, integer, and data; (F) occupite data representation in software development such as string, numeric, character, integer, and data; (F) demonstrate understanding of file extensions and the purpose of file types across software psycholoxis. (G) recognize computer numbering systems and internal data representation; (F) demonstrate understanding of file extensions and the purpose of file types across software psycholoxis. (G) recognize computer numbering systems and internal data representation; (F) demonstrate understanding of sile extensions and the purpose of file types across software psycholoxis. (G) recognize computer numbering systems and internal data representation; (A) Units 1-6 (B) identify appropriate of special psycholoxis. (A) Units 1-6 (C) apply (D) identify open source and proprietary licenses; (B) identify and and emerging classes of software; (D) identify open source and proprietary licenses; (A) Units 1-6 (C) apply (D) identify open source and proprietary licenses; (A) Units 1-6 (C) apply (D) identify open source and proprietary licenses; (A) Units 1-6 (C) apply (D) identify open source and proprietary licenses; (A) Units 1-6 (C) apply (D) identify and an deregrize propriet in software, concentrally as a server, notices, switches, buths, and network expected to: (A) identify hardware associated with the commiscations and data networking such as server, notices, switches, buths, and network connectors; (B) identify and desertine functions of network operating systems; and (B) identify and desertine functions of		A	Unit 3	3 Quiz	Apply
A Units 1-6 Analyze A Units 1-6 Uniterated C) identify and understand major operating system fundamentals and components; A Units 1-6 Understand (C) identify the function and operation of compilers and interpreters; A Units 1-6 Uniterstand (C) identify the function and operation of compilers and interpreters; A Units 1-6 Remember (C) identify and date; A Units 1-6 Remember (C) identify and an elemental data representation: A Units 1-6 Remember (C) identify new and emerging classes of software; A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone source and proprietary licenses: A Units 1-6 C-2 Apply (D) identify gone and decine files. A Units 1-6 C-2 Apply (D) identify gone and decine files. A Units 1-6 C-2 Apply (D) identify gone and proper file management tools; and data network systems. A Units 1-6 C-2 Apply (D) identify gone and describe functions o	(5) The student demonstrates knowledge of the different software associated with				
(B) identify and understand major operating system fundamentals and components; (C) identify the function and operation of compliers and interpreters: (D) identify the function and operation of compliers and interpreters: (E) recognize data representation in software development: (E) recognize data representation in software development such as string, numeric, character, and data: (E) recognize data representation in software development such as string, numeric, character, and data: (E) recognize data representation in software development such as string, numeric, character, and data: (E) recognize data representation in software development such as string, numeric, character, and data: (E) recognize data representation in software development such as string, numeric, character, and data: (E) recognize data representation in software development such as string, numeric, character, and data: (E) recognize data representation in software development such as string, numeric, character, and data: (E) recognize data representation in software development such as string, numeric, character, and data: (E) recognize data representation in software development such as string, numeric, character, and data representation; (A) clinis 1-6 Remember (A) units 1-6 Rememb	information systems. The student is expected to:				
(C) identify the function and operation of compilers and interpreters: (B) identify trains computer languages and how the languages are used in software development; (F) recognize data representation in software development such as string, numeric, character, integer, and date; (F) demonstrate understanding of file extensions and the purpose of file types across software products; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) ecognize computer numbering systems and internal data representation; (G) economic proper file management techniques such as certaiting numing, organizing, copying, moving, and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-1 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and delecting file of 6-2 Apply (I) demitty open and the open					
(D) identify various computer languages and how the languages are used in software development (F) exceptive data representation in software development such as string, numeric, character, integer, and date: (F) demonstrate understanding of file extensions and the purpose of file types across software products; (G) recognize computer numbering systems and internal data representation; (B) identify appropriate use of application software; (B) identify appropriate use of application software; (B) identify open and emerging classes of software; (B) identify open and emerging classes of software; (C) identify open and emerging classes of software; (B) identify open and emerging classes of software; (C) identify open and emerging classes of software; (D) identify open source and proprictary licenses; (A) Units 1-6 (C) -2 Apply (D) demonstrate proper use of system management tools; and (L) demonstrate proper use of system management tools; and (L) demonstrate proper use of systems, and the techniques such as creating, naming, organizing, and deleting files. (A) Units 1-6 (B) identify hardware associated with telecommunications and data networking such as servers, routers, weltches, hults, and network connectors; (B) identify hardware associated with telecommunications and data networks, which such minimal control of the servers, routers, weltches, hults, and network connectors; (B) identify and describe various types of networks such as page and to the server of the student applies word-processing etchnology. The student is expected to: (C) identify and describe various types of networks such as page and one of the such systems skill using the keyboard and keypad to input data; (C) identify are of sext documents using functions such as pagination, appropriate white space, tab settings, an		A			
development: (E) recognize data representation in software development such as string, numeric, character, integer, and date: (F) demonstrate understanding of file extensions and the purpose of file types across software products: (G) recognize computer numbering systems and internal data representation: (G) recognize computer numbering systems and internal data representation: (G) recognize computer numbering systems and internal data representation: (G) recognize computer numbering systems and internal data representation: (A) Units 1-6 (C) A Units 1-6 (C) Apply (I) identify open source and proprietary licenses; (A) Units 1-6 (C) Apply (I) identify open source and proprietary licenses; (A) Units 1-6 (C) Apply (I) identify open source and proprietary licenses; (A) Units 1-6 (C) Apply (I) identify open source and proprietary licenses; (A) Units 1-6 (C) Apply (I) identify open source and proprietary licenses; (A) Units 1-6 (C) Apply (I) identify open source and proprietary licenses; (A) Units 1-6 (C) Apply (I) identify one document of the student is expected to: (A) identify hardware associated with relecommunications and data networking such as servers, routers, switches, hubs, and network connectors: (B) identify and describe various of network connectors: (A) Unit 3 (B) identify and describe various of network operating systems; and (A) Unit 3 (B) identify and describe various of network operating systems; and (A) Unit 3 (B) identify and describe functions of network operating systems; and (A) Units 4,5 (B) identify and glies were processing technology. The student is expected to: (A) identify the terminology associated with word-processing software and its functions; (B) improve the touch-system skill using the keyboard and keypad to input data; (A) Units 4,5 (B) improve the touch-system skill using the keyboard and keypad to input data; (A) Units 4,5 (B) improve the touch-system skill using the keyboard and keypad to input data; (B) often the processional letterus using functions such as pagiantion, appropr		A	Units 1-6		Remember
integer, and date: (F) demonstrate understanding of file extensions and the purpose of file types across software products: (G) recognize computer numbering systems and internal data representation: (H) identify appropriate use of application software; (I) identify appropriate use of application software; (I) identify one and emerging classes of software; (I) identify appropriate use of system management tools: and (L) demonstrate proper use of system management tools: and (L) demonstrate proper life management techniques such as creating, naming, organizing, copying, moving, and deleting files. (6) The student analyzes network systems. The student is expected to: (A) identify hardware associated with felecommunications and data networking such as servers, routers, switches, hubs, and network connectors: (B) identify and describe various types of networks such as peer-to-peer, local area networks, wireless token ring, and Ethernet; (C) identify hardware associated with felecommunications and data networking such as servers, routers, switches, hubs, and network connectors; (R) identify and describe various types of networks such as peer-to-peer, local area networks, wireless token ring, and Ethernet; (C) identify hardware associated with elecommunications and data retworking such as servers, routers, switches, hubs, and network operating systems; and (C) explain troubleshooting techniques for various network connection issues. A Unit 3 3 Quiz Apply (D) explain troubleshooting techniques for various network connection issues. A Unit 3 3 Quiz Apply (D) explain troubleshooting techniques for various network connection issues. A Units 4, 5 4.1 Apply (C) edit a variety of techniques for various network deperating approach white space, tab settings, and font style, size, and color; (F) produce desktop publishing documents incorporating both text and graphics such as a A Unit 6 6-2 Apply (B) improve the touch-system skill using the keyboard and keypad to input data; (G) demonstrate in protection		A	Units 1-6		Remember
products; (C) recognize computer numbering systems and internal data representation; (B) identify appropriate use of application software; (B) identify appropriate use of application software; (B) identify appropriate use of application software; (B) identify new and emerging classes of software; (B) identify one source and proprietary licenses; (C) identify new and emerging classes of software; (B) identify one source and proprietary licenses; (C) identify new source and proprietary licenses; (C) identify appropriate use of system management tools; and (C) identify and destreptoper file management techniques such as creating, naming, organizing, copying, moving, and deleting files. (G) The student analyzes network systems. The student is expected to: (G) The student analyzes network systems. The student is expected to: (G) identify aware associated with telecommunications and data networking such as servers, routers, switches, bubs, and network connectors; (C) identify and describe various types of networks such as peer-to-peer, local area networks, witches token ring, and Ethernet; (C) identify and describe various such as peer-to-peer, local area networks, witches token ring, and Ethernet; (C) identify and describe various functions of network operating systems; and (D) explain troubleshooting techniques for various network connection issues. (T) The student applies word-processing technology. The student is expected to: (A) identify the terminology associated with word-processing profuser and its functions; (B) improve the touch-system skill using the keyboard and keypad to input data; (B) improve the touch-system skill using the keyboard and keypad to input data; (B) improve the touch-system skill using the keyboard and keypad to input data; (C) edit a variety of text documents using functions such as pagination, appropriate white space, and such as American Psychological Association, appropriate white psychological Association and Modern Language Association; (C) ethylop both student-created formulas and		A	Units 1-6		Remember
Comment Comm		A	Units 1-6	all assignments	Apply
(It) identify appropriate use of application software; (D) identify new and emerging classes of software; (D) identify open source and proprietary licenses; (E) denoinstrate proper use of system management tools; and (E) denoinstrate proper use of system management tools; and (E) idenoinstrate proper use of system management tools; and (E) idenoinstrate proper use of system management tools; and (E) idenoinstrate proper use of system management tools; and (E) idenoinstrate proper use of system management tools; and (E) idenoinstrate proper use of system management technology. A Units 1-6 6-2 Apply (C) idenoinstrate proper use of systems. The student is expected to: (A) identify hardware associated with telecommunications and data networking such as servers, routers, switches, hubs, and network connectors; (A) identify hardware associated with telecommunications and data networking such as servers, routers, switches, hubs, and network connectors; (B) identify and describe functions types of networks such as pect-to-peer, local area networks, wide area networks, wireless token ring, and Ethernet; (C) identify and describe functions of network operating systems; and A Unit 3 3 Quiz Apply (D) explain troubleshooting techniques for various network connection issues. A Unit 3 3 Quiz Apply (D) explain troubleshooting techniques for various network connection issues. A Unit 4 5 None of the student applies word-processing technology. The student is expected to: (A) identify the terminology associated with word-processing software and its functions; (B) improve the touch-system skill using the keyboard and keypad to input data; (C) cdit a variety of text documents using functions such as pagination, appropriate white space, tab settings, and font style, size, and color: (D) create professional letters using advanced word-processing features; (D) create professional letters using advanced word-processing approved publication and distinctions and advanced word-processing approved publication; A Unit 5 S-1,5-2	1	A	Units 1-6		Remember
(D) identify new and emerging classes of software; (D) identify open source and proprietary licenses; (K) demonstrate proper use of system management tools; and (L) demonstrate proper life management techniques such as creating, naming, organizing, copying, moving, and delecting files. (A) Identify hardware associated with telecommunications and data networking such as severy, nouters, switches, hubs, and network connectors; (B) identify and describe various types of networks such as peer-to-peer, local area networks, wide area networks, wireless token ring, and Ethernet; (C) identify and describe various types of network such as peer-to-peer, local area networks, wireless token ring, and Ethernet; (C) identify and describe functions of network operating systems; and (D) explain troubleshooting techniques for various network connection issues. (A) Identify the terminology associated with word-processing technology. The student is expected to: (A) identify the terminology associated with word-processing features; (B) improve the touch-system skill using the keyboard and keyboard on input data; (C) edit a variety of text documents using functions such as pagination, appropriate white space, als settings, and font style, size, and color: (B) color text professional letters using advanced word-processing features; (C) or create professional letters using advanced word-processing features; (B) produce desktop publishing documents incorporating both text and graphics such as business cards, newsletters with mastheads, and advertisement flyers; and (G) demonstrate flie protection and security. A Unit 6 4-2, 6-1, 6-2 Create business cards, newsletters with mastheads, and advertisement flyers; and (G) demonstrate flie protection and security. A Unit 6 A Create Apply A Unit 6 A Create Apply Apply A Unit 6 A Create Apply A Unit 6 A Create Apply Apply Apply Apply A Unit 6 A Create Apply Apply Apply Apply				6-2	
(D) identify open source and proprietary licenses: (K) demonstrate proper use of system management tools; and (L) demonstrate proper use of system management techniques such as creating, naming, organizing, copying, moving, and deleting files. (A) identify hardware associated with telecommunications and data networking such as servers, routers, switches, hubs, and network connectors; (B) identify and describe various types of network systems. The student is expected to: (C) identify hardware associated with telecommunications and data networking such as servers, routers, switches, hubs, and network connectors; (B) identify and describe various types of network such as peer-to-peer, local area networks, wide area networks, wireless token ring, and Ethernet: (C) identify and describe various types of network operating systems; and (D) explain troubleshooting techniques for various network connection issues. A Unit 3 3 Quiz Apply (D) explain troubleshooting techniques for various network connection issues. A Unit 3 3 Quiz Apply (D) explain troubleshooting techniques for various network connection issues. A Unit 3 3 Quiz Apply (D) explain troubleshooting techniques for various network connection; (A) identify the terminology associated with word-processing software and its functions; (A) identify the terminology associated with word-processing software and its functions; (C) edit a variety of text documents using functions such as pagination, appropriate white space, tals settings, and font style, size, and color; (D) create professional letters using advanced word-processing features; (E) apply formatting techniques to a multipage research paper using approved publication standards such as American Psychological Association and Modern Language Association; (F) produce desktop publishing documents incorporating both text and graphics such as husiness cards, newsletters with mastheads, and advanced word-processing features; (E) apply formatting techniques to a multipage research paper using approved publicati					
(IX) demonstrate proper lie management techniques such as creating, naming, organizing, copying, moving, and deleting files. (IA) identify hardware associated with telecommunications and data networking such as servers, routers, switches, hubs, and network connectors; (IB) identify hardware associated with telecommunications and data networking such as servers, routers, switches, hubs, and network connectors; (IB) identify and describe various types of networks such as peer-to-peer, local area networks, wide area networks, wireless token ring, and Ethernet; (IC) identify and describe functions of network operating systems; and (ID) explain troubleshooting techniques for various network connection issues. (A) Unit 3 3 Quiz Apply (D) explain troubleshooting techniques for various network connection issues. (A) identify the terminology associated with word-processing textudent is expected to: (A) identify the terminology associated with word-processing textudent is expected to: (A) identify the terminology associated with word-processing features; (B) improve the touch-system skill using the keyboard and keypad to input data; (C) edit a variety of text documents using functions such as pagination, appropriate white space, lab settings, and font style, size, and color; (D) create professional letters using advanced word-processing features; (D) create professional letters using advanced word-processing features; (E) apply formatting techniques to a multipage research paper using approved publication standards such as American Psychological Association and Modern Language Association; (F) produce desktop publishing documents incorporating both text and graphics such as business cards, newsletters with mastheads, and advertisement flyers; and addition, subtraction, multiplication, and division; percentages and decimals; and order of poperations principle; (G) The student applies spreadsheet technology. The student is expected to: (B) format and organize numerical content to perform mathematical pr					
(L) demonstrate proper file management techniques such as creating, naming, organizing, copying, moving, and deleting files. (A) identify hardware associated with telecommunications and data networking such as servers, routers, switches, hubs, and network connectors: (B) identify hardware associated with telecommunications and data networking such as servers, routers, switches, hubs, and network connectors: (B) identify and describe various types of networks use has peer-to-peer, local area networks, witches token ring, and Ethernet: (C) identify and describe functions of network operating systems; and (D) explain troubleshooting techniques for various network connection issues. (T) The student applies word-processing technology. The student is expected to: (A) identify the terminology associated with word-processing software and its functions; (A) identify the terminology associated with word-processing software and its functions; (A) identify the terminology associated with word-processing features; (B) improve the touch-system skill using the keyboard and keypad to input data; (C) edit a variety of text documents using functions such as pagination, appropriate white space, tab settings, and font style, size, and color: (D) create professional letters using advanced word-processing features; (E) apply formating techniques to a multipage research paper using approved publication standards such as American Psychological Association and Modern Language Association; (F) produce desktop publishing documents incorporating both text and graphics such as business cards, newsletters with mastheads, and advertisement flyers; and advanced to the such as a different and organize numerical content to perform mathematical processes such as addition, subtraction, multiplication, and division; percentages and decimals; and order of operations principle; (C) cemploy both student-created formulas and preprogrammed functions to produce documents such as budget, payroll, statistical tables, and personal checkbook		A	Units 1-6		
(6) The student analyzes network systems. The student is expected to: (A) identify hardware associated with telecommunications and data networking such as servers, routers, switches, busb, and network connectors; (B) identify and describe various types of networks such as peer-to-peer, local area networks, wide area networks, wireless token ring, and Ethernet; (C) identify and describe functions of network operating systems; and (C) identify and describe functions of network operating systems; and (D) explain troubleshooting techniques for various network connection issues. (T) The student applies word-processing technology. The student is expected to: (A) identify the terminology associated with word-processing software and its functions; (C) edit a variety of text documents using functions such as pagination, appropriate white space, tals bettings, and font style, size, and color: (D) create professional letters using advanced word-processing features; (E) apply formatting techniques to a multipage research paper using approved publication and scurity. (F) produce desktop publishing documents incorporating both text and graphics such as business cards, newsletters with mastheads, and advertisement flyers; and (G) demonstrate file protection and security. (B) The student applies spreadsheet technology. The student is expected to: (A) identify the terminology associated with spreadsheet software and its functions; (B) The student applies spreadsheet technology. The student is expected to: (A) identify the terminology associated with spreadsheet software and its functions; (B) The student applies spreadsheet incorporating advanced features such as addition, subtraction, multiplication, and division; percentages and decimals; and order of operations principle; (C) employ both student-created formulas and preprogrammed functions to produce documents such as budget, payroll, statistical tables, and personal checkbook register; (D) create and analyze spreadsheets incorporating advanced features such as lookup tables	(L) demonstrate proper file management techniques such as creating, naming, organizing,	A	Units 1-6	all assignments	
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(G) demonstrate file protection and security. (B) The student applies spreadsheet technology. The student is expected to: (A) identify the terminology associated with spreadsheet software and its functions; (B) format and organize numerical content to perform mathematical processes such as addition, subtraction, multiplication, and division; percentages and decimals; and order of operations principle; (C) employ both student-created formulas and preprogrammed functions to produce documents such as budget, payroll, statistical tables, and personal checkbook register; (D) create and analyze spreadsheets incorporating advanced features such as lookup tables, nested IF statements, subtotals, cell protection conditional formatting, charts, and graphs; and (E) edit a variety of spreadsheets by performing data management procedures using simple and multiple search parameters to locate, sort, search, and filter data. (9) The student applies database technology. The student is expected to:	(F) produce desktop publishing documents incorporating both text and graphics such as	A	Unit 6	4-2, 6-1, 6-2	Create
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operations principle; (C) employ both student-created formulas and preprogrammed functions to produce documents such as budget, payroll, statistical tables, and personal checkbook register; (D) create and analyze spreadsheets incorporating advanced features such as lookup tables, nested IF statements, subtotals, cell protection conditional formatting, charts, and graphs; and (E) edit a variety of spreadsheets by performing data management procedures using simple and multiple search parameters to locate, sort, search, and filter data. (9) The student applies database technology. The student is expected to:	(B) format and organize numerical content to perform mathematical processes such as				
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and multiple search parameters to locate, sort, search, and filter data. (9) The student applies database technology. The student is expected to:					
(9) The student applies database technology. The student is expected to:		A			Apply
(21) Identity the terminology associated with database software and its functions,	(A) identify the terminology associated with database software and its functions;	A			Remember

TEKS Requirement (Secondary)	Sem A.	Lesson Number	Assignments	Bloom's Taxonomy
(B) create, populate, edit, maintain, and save database files;				Create
(C) differentiate the nature and interrelationships of fields and records;	A			Analyze
(D) perform data management procedures such as locating, sorting, searching, querying, organizing, and outputting data;	A			Apply
(E) use data management procedures using multiple search parameters; and	A			Apply
(F) produce organized reports with calculated figures.	A			Create
(10) The student applies presentation management technology. The student is expected to:				
(A) identify the terminology associated with presentation software and its functions;	A			Remember
(B) create, save, edit, and produce presentations with appropriate handouts and speaker notes; and	A			Create
(C) create a non-linear presentation incorporating links, hyperlinks, audio, and graphics.	A			Create
(11) The student applies design and web publishing techniques. The student is expected to:				
(A) identify the terminology associated with web page editing software and its functions;	A			Remember
(B) identify the terminology associated with interactive media;	A			Remember
(C) identify and describe design principles such as contrast, repetition, alignment, and proximity;	A			Remember
(D) identify and describe types and styles of typeface used for publications such as serif and sans serif; and	A			Remember
(E) create a web page containing links, graphics, and text.	A			Create
(12) The student understands and demonstrates legal and ethical procedures as they				
apply to the use of information technology. The student is expected to:				
(A) demonstrate ethical use of online resources;	A			Apply
(B) adhere to copyright rules and regulations;	A			Apply
(C) differentiate between copyright and trademarks;	A			Analyze
(D) explain the concept of intellectual property;	A			Understand
(E) examine the consequences of plagiarism; and	A			Analyze
(F) describe the function of a non-disclosure agreement.	A			Remember
Source: The provisions of this §130.272 adopted to be effective August 23, 2010, 34 TexReg 5934.				