

Identifier	Poplar - Grade 4 - Computer and Technology	Introduced	Completed
4 CT 2	<b>PRODUCTIVITY TOOLS</b>		
4 CT 2.01	Apply correct finger placement for basic keyboarding skills.		
4 CT 2.02	Create a document including a graphic using basic formatting techniques that demonstrate the ability to type, edit, and print.		
4 CT 2.03	Create a database with predefined fields, enter data for multiple records, and print reports based on sort query using ascending and descending order.		
4 CT 2.04	Construct a guided spreadsheet containing appropriate labels, values, formulas, and simple functions.		
4 CT 2.05	Create a multimedia document or presentation using text, graphics, and/or sound.		
4 CT 2.06	Explain the differences between data files and program files, and describe and use the file management software of a computer.		
4 CT 2.07	Describe the process of accessing a LAN and demonstrate the process as available.		
4 CT 2.08	Define and explain the uses of an electronic communication device, telecommuting, and teleconferencing.		
4 CT 3	<b>RESEARCH TOOLS</b>		
4 CT 3.01	Select a research topic or define a problem and predict outcomes using technology tools.		
4 CT 3.02	Generate keywords for a research topic or problem.		
4 CT 3.03	Select information from a variety of remote resources for a research topic or problem exploring hyperlinks.		
4 CT 3.04	Use an organizational format to arrange information for presentation or decision making.		
4 CT 3.05	Demonstrate an understanding of intellectual property and identify source and content of information collected.		
4 CT 3.06	Generate a list of sources.		
4 CT 3.07	Summarize and share the research process and its outcome.		
4 CT 4	<b>TOOLS AND PROCESSES</b>		
4 CT 4.5.1	Recognize that technological resources include people, information, materials, machines, energy, capital, and time.		
4 CT 4.5.2	Employ tools and materials to design or develop products or projects.		
4 CT 4.5.3	Demonstrate the importance of safety and ease of use in selecting appropriate tools.		
4 CT 4.5.4	Solve difficulties with tools or devices to accomplish the desired result including computer operations and recognize basic operational problems, such as printer jams, and possible solutions.		
4 CT 5	<b>SYSTEMS</b>		
4 CT 5.01	Explain open, closed, simple, complex, micro, and macro systems.		
4 CT 5.02	Explain how systems depend on a variety of resources to produce a desirable outcome (e.g., computer information processing cycle).		
4 CT 5.03	Classify systems according to type and level (e.g., open loop system or closed loop system, simple or complex, and micro or macro).		
4 CT 6	<b>IMPLICATIONS ON SOCIETY</b>		
4 CT 6.01	Examine products and communicate how that product solved a human need or want.		
4 CT 6.02	Explain how physical environments are changed by technological developments.		
4 CT 6.03	Describe the relationship between careers and technological developments.		
4 CT 6.04	Explain society's use of technology and describe both the positive and negative impacts on the workplace, society, and the environment.		