

TechLiteracy Assessment and New Jersey Standard 8.1 Elementary School

This document outlines the New Jersey 8.1 Computer and Information Literacy Standards addressed in TechLiteracy Assessment’s Elementary School version.

Module	DB	MMP	SE	Spread	SF	TI	WP
NEW JERSEY 8.1.4.A. BASIC COMPUTER SKILLS AND TOOLS (G4)							
1. Use basic technology vocabulary.							
2. Use basic features of an operating system (e.g., accessing programs, identifying and selecting printer, finding help).							
3. Input and access text and data, using appropriate keyboarding techniques or other input devices.							
4. Produce a simple finished document using word processing software.							
5. Produce and interpret a simple graph or chart by entering and editing data on a prepared spreadsheet template.							
6. Create and present a multimedia presentation using appropriate software.							
7. Create and maintain files and folders.							
8. Use a graphic organizer.							
9. Use basic computer icons.							
NEW JERSEY 8.1.4.B SOCIAL ASPECTS (G4)							
1. Discuss the common uses of computer applications and identify their advantages and disadvantages.							
2. Recognize and practice responsible social and ethical behaviors when using technology, and understand the consequences of inappropriate use including: Internet access, Copyrighted material, On-line library resources, Personal security and safety issues							
3. Practice appropriate Internet etiquette.							
4. Recognize the ethical and legal implications of plagiarism of copyrighted materials.							
NEW JERSEY 3.1.4.B. INFORMATION ACCESS AND RESEARCH (G4)							
5. Recognize the need for accessing and using information.							
6. Identify and use web browsers, search engines, and directories to obtain information to solve real world problems.							
7. Locate specific information by searching a database.							
8. Recognize accuracy and/or bias of information.							
NEW JERSEY 8.1.4.B. PROBLEM SOLVING AND DECISION MAKING							
9. Solve problems individually and/or collaboratively using computer applications.							
10. Identify basic hardware problems and solve simple problems.							

What does TechLiteracy Assessment Assess? Descriptions of the Skill Modules in the Elementary Version

Systems and Fundamentals: This module assesses tasks central to the understanding and use of computer systems. Some examples include:

- Knowledge of the parts of the computer
- Troubleshooting basic computer problems
- Storing and retrieving files on computers or networks
- Basic technology vocabulary

Social and Ethical: This module assesses knowledge about accepted ethical norms as they relate to technology, as well as the impact of technology, past and present, on society. Some examples include:

- Identifying ethical and unethical uses of technology tools
- Awareness of the social and ethical concepts associated with network and telecommunications use
- Understanding the basics of online safety

Word Processing: This module assesses tasks central to formatting text and text/page layout.

Some examples include:

- Publishing and saving documents such as letters and short papers
- Formatting text

Spreadsheets: This module assesses tasks unique and central to creating, editing, manipulating, and interpreting data in spreadsheet tables, charts, and graphs. Some examples include:

- Creating worksheets
- Entering and saving information
- Creating and interpreting basic graphs
- Formatting cells

Multimedia/Presentations: This module assesses tasks unique and central to the creation and manipulation of graphic, audio, video, and other non-textual products by electronic means. Some examples include:

- Creating and editing multimedia projects
- Communicating effectively to a variety of audiences using multimedia
- Using video recorders to capture images and edit clips (including picture files and ClipArt) for use in video or other multimedia

Telecommunications/Internet: This module assesses tasks central to telecommunications, including intra- and inter-office Networks, as well as Internet software such as browsers and email. Some examples include:

- Recognizing and comparing basic methods of online communication
- Locating and launching a web browser
- Navigating from one web site to another
- Accessing and sending email

Database: This module assesses tasks central to the use of common database interfaces, such as Web search engines, school online library catalogs, and as appropriate, specialized database design software.

Some examples include:

- Using web library search engines
- Searching using single and multiple keyword searches