

Preston Public Schools  
Technology Skill Competencies  
Grade Two

**Basic Operations and Concepts**

*Demonstrate use of home row finger placement and, use shift key*  
*Log onto computer using name and password*  
*Open and Save documents using Network folders (Student drive, Grade 2, Student)*  
*Use mouse to left and right click and click and drag independently*  
*Use AlphaSmart to word process a brief piece*  
*Use input device (AlphaSmart) to transfer document to Word with assistance*  
*Print documents using appropriate printer with assistance*  
*Navigate age-appropriate software linked to content*  
*Navigate teacher selected internet site (bookmark, favorites)*  
*Demonstrate use of developmentally appropriate technology vocabulary*

**Social, Ethical and Human Issues**

*Work cooperatively and collaboratively with when using technology in the classroom*  
*Define and discuss responsible use of technology*  
*Discuss advantages and disadvantages of using technology in our society*  
*Discuss Internet safety rules*

**Technology Productivity, Communication, Research, Problem Solving,  
Decision-Making Tools**

*Navigate a website on the Internet to gather information on topic*  
*Use bookmarks/favorites launch teacher-chosen site for information*  
*Navigate a teacher-chosen website on the internet*  
*Use Internet responsibly with guidance*