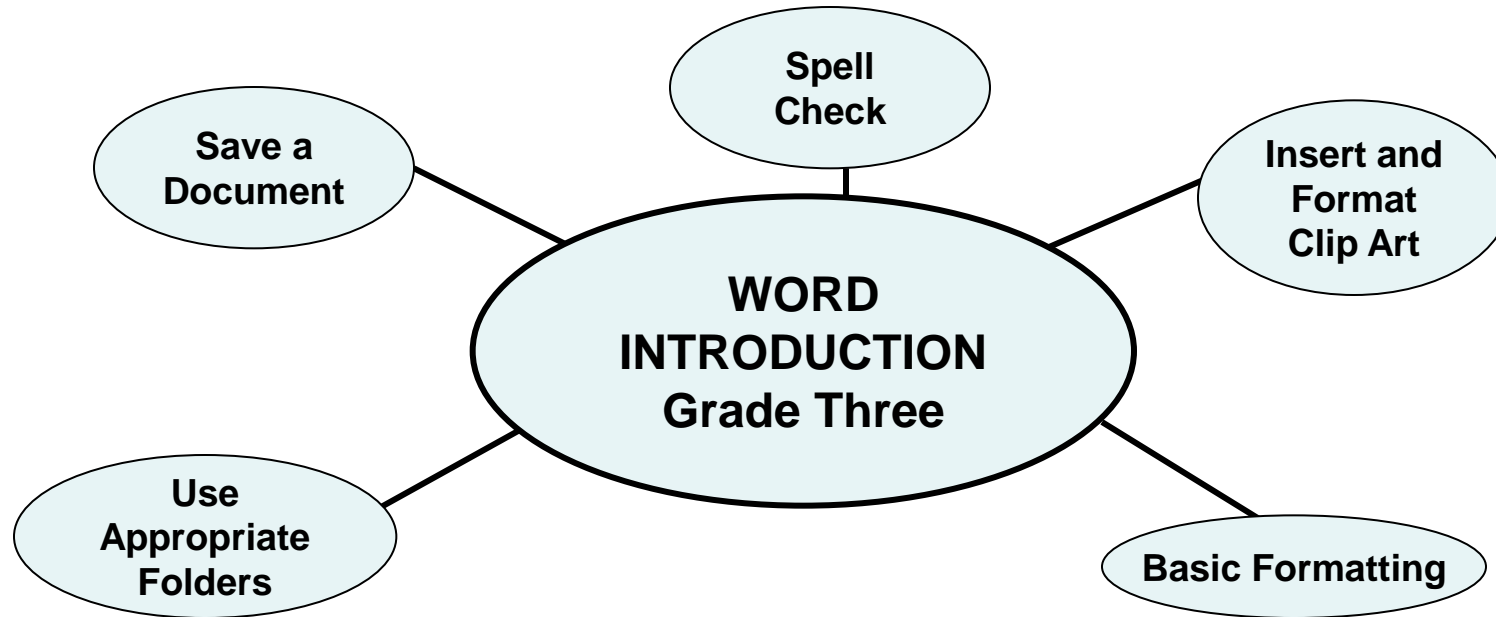


COMPUTER

Grade Three—Word Introduction



Essential Understandings/Learning Goals:

Students will:

- Open saved document
- Format Text (bold, underline, italic, font, size, centering, font color, etc.)
- Insert clip art and format (resize, wrap, border)
- Save
- Spell Check

TEC.5-8.5.1.4a – use appropriate word processing and desktop publishing software

TEC .5-8.5.1.4b – more advanced features of word processing and publishing software

TEC.K-4.5.1.1b – see above standards

TEC.K-4.5.1.2a – Microsoft Word menus to format, save , and print curriculum integrated assignments

TEC.K-4.5.1.3a – Use of mouse

Content Vocabulary:

Desktop
Highlight
Click out
X-out
Toolbar
Save
save as
Illustrations
Photographs
Media
Icon
wrap text
Hovering
Buttons
Menu